

**Hickory Lake Estates Owners Association, Inc.**  
**Board of Directors Meeting – Providence West Community Center**  
**5417 Providence Road – Brandon, Florida**  
**January 24, 2005**

**Minutes**

**Call to Order:** The meeting was called to order by Nicole Williams, president at 7:40 p.m.

- **Verify Quorum** - It was verified that a quorum was present – Nicole Williams, Leonard Jordan, and Peter Parsons were in attendance. McNeil Management was also present.
- **Confirmation of Proper Meeting Notice** – It was confirmed that timely notice occurred; signs were posted at least 48 hours in advance of the meeting.
- **Approval of Minutes** – Peter Parsons moved to waive the reading of the minutes and approve them as reviewed. Leonard Jordan second. Unanimous vote. Motion carried.

**Financials:** Financials were reviewed by McNeil Management.

- The account balances at December 31, 2004 were \$27,492.79 including certificates of deposit.
- 2005 Assessment income collected in December was \$11,941.98.
- The insurance reimbursement check of \$3,000.00 was received; December expenses \$1,963.30.
- The end of year variance is a positive net income of \$105.49.
- Delinquent accounts were reviewed. One outstanding account for the year. Owner file is with attorney.
- Report filed for audit.

**Unfinished Business**

- Management indicated they had mailed copies of recent water bills to Galyn Carlson who is working on the county mini-grant for installation of the low flow irrigation system. Galyn Carlson is not in attendance to provide additional updates.
- Marquee signs installed.
- Board reviewed options for yard sale signage and chose option 1 at \$455.00. Management will contact sign company to place order.
- Three proposals for landscape contracts were reviewed. Peter Parsons moved to accept Cutters contingent upon receipt of satisfactory references provided in a timely fashion. Leonard Jordan second. Unanimous vote. Motion carried.

**New Business**

- Reviewed notices report.
- Reviewed architectural alterations report. Board decided to close out open issue at 2225 Briana.
- Annual member meeting February 28, 2005. Notices will be mailed on February 11, 2005. No candidate forms have been received from the initial mailing in January.
- Neighborhood conference 2005. Peter Parsons moved to set aside \$80.00 for 8 board or committee members who wish to attend. Nicole Williams second. Unanimous vote. Motion carried. Peter Parsons requested management send conference package electronically.
- Board requested management obtain price to add spot light to marquee signs.

**Adjournment**

- Peter Parsons moved to adjourn the meeting at 8:20 p.m. Leonard Jordan second. Unanimous vote; meeting adjourned. The next meeting is the annual meeting on February 28, 2005, at 7:00 p.m.

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Secretary

Date Approved