

Linkside Homeowners Association

(Approved)

Minutes of Board Meeting - April 9, 2025

Board Members Present:

Denese Clanton, Susan Delmerico, Susan Dawood, Jacob Hockman, Yesenia Perez, Erin Kofoed, Nadya Levine

Directors Absent:

Homeowners Present:

CS Foltz, Susan Bailey

Meeting called to order:

6:39 pm by Yesenia Perez at the Jacksonville Public Library, 10599 Deerwood Park Blvd

BOD Meeting Minutes:

- Review, edit and approve prior meeting minutes from 3/24/25 (emailed 4/3/25). Susan Delmerico voted to approve minutes pending final edits by Erin Kofoed from tonight's meeting. Susan Dawood seconded.

Presidents Report:

New Business:

- Finding a new CPAC representative for Linkside HOA - Susan Dawood - made a motion to remove Susan Bailey from the CPAC as the alternate, and elect a new member. The board would like to retain John Reed as the principal representative. This was seconded by Denese, Susan Dawood will approach a few residents to gauge interest in this now open position. All members were in favor.
- Review new website draft, Facebook group, blog feature, and discuss transition of labhoa.com - Erin Kofoed - the board approved the new website. The cost is \$99 for 3 years of hosting. The old website was \$355 per year. This is a savings of \$966 over the next 3 years, and the new website has greater functionality, and design. Denese Clanton agreed to send Erin the resident contact cards from the board meeting so they can be added to the blog and receive automatic updates, minutes, and newsletter as they are published to the site. Erin to cancel current website - contract ends 4/14, and transfer

the domain. Yesenia moved it to a vote, it was seconded by Susan Delmerico, and thirded by Nadya.

- Review Google Drive, and discuss naming conventions, and populating of files to drive - Erin Kofoed
 - Access granted for board members with gmail accounts on 4/3/25 (Yesenia, Nadya, Erin). Link available to board members on website "BOARD" page.
 - Yesenia asked Erin to provide a SOP at the next meeting. She agreed.
- Susan Bailey gave a report regarding the BCID meeting that concluded. June 1 they will take over treatment of the ponds, she suggested we let our vendor know that we are ending our contract with them. Susan Dawood stated she contacted Blue Water 2 months ago. It was requested that Susan Bailey provides Erin Kofoed with all future BCID minutes to be published on our new website. She said she will see what she can do.
- Susan Dawood gave a reminder that the registered agent for the HOA needs to be renewed in April. Yesenia stated she will take care of it.
- Yesenia made a motion to approve each board member to receive HOA online training at the cost of \$49 each and use HOA fees to pay for this. Susan Delmerico seconded, Nadya thirded. All member were in agreement.

Old Business:

- Hand over of financial files to Nadya Levine - Susan Delmerico/Jacob Hockman - Nadya, Jacob, and Susan Delmerico agreed to meet this weekend to do the handover.
- Hand over of owner's list to Erin Kofoed - Denese Clanton agreed to provide the homeowner contact slips provided.
- Report of liability insurance quotes received - Susan Dawood - This is due on the 15th. The benches and bookhouse add \$487 to the quote. She asked if we want to consider removing those to save money going forward. She is following up on a second quote on the 15th with a new policy. The breakdown now is 1. Directors/officers (375), HOA no buildings (667), Lakes (398), Park/Playground (486). Last year we paid 859 + 921. This year's cost is 2,016. It was decided if we cannot secure a new policy, it makes sense to renew for now, and revisit future cancellation.
- Hand over of website access to Erin Kofoed - Yesenia Perez - DONE.
- Report of action taken against delinquent accounts and report of legal findings - Susan Dawood/Susan Delmerico
 - K1 delinquent account (email)
- Review of irrigation system and landscaping quotes - CS Foltz - no longer needed as all systems are now in working order.

- Review of drainage/curbs/water runoff quotes - CS Foltz - this was not yet obtained. Set followup at next meeting.

Standing Committees:

ARC: There was 1 ARC request from 7911 Baymeadows Cir W - to trim trees in a back yard. Tree removals in back yards are not governed by the HOA, so it was approved by default. Nadya suggested someone create a pamphlet/flyer for new residents that answer some common questions and place it on the website. Erin agreed to create this and present at next board meeting (include: yards, approval requirements, committee openings).

Landscaping Committee: CS Foltz is still awaiting a third quote for tree trimming in common areas. He will bring the quotes to the next meeting. He stated we no longer need a bid on irrigation systems, as they are all running efficiently and are not currently in need of repair as previously suggested. Area 2 has a hockey puck controller fixed last month. CS will find out where the zones are on the property, map it out, and present that to the board next meeting. It was suggested he call our contractor and schedule a day to meet with them when they are on site, he has their contact number and will do so.

CVHC: Susan Delmerico stated we 3 need residents to step up to join this committee, as 3 people are required for a hearing. Before we appoint anyone, she stated there are a few conflicting CC&Rs that she will bring to the next meeting for a vote on edits to clarify, and then follow up with legal to amend as many items in ByLaws as we can at once (for cost savings). In the absence of having a CVHC committee, Susan Dawood will also consult with legal to find out if the board can take action on current violations, and send notices. CS Lewis suggested 3 possible residents he is willing to approach to ask if there is interest.

Social: Yesenia Perez stated that for the spring she would like to suggest doing a community garage sale. Each participating resident would sell items in their own driveway. She agreed to do the leg work to arrange the event.

Treasurer's Report: Susan Delmerico suggested edits to the 2025 report. Jake to pay McCabe to close out the account ASAP, and we need clarity which resident/service this is for. Please obtain invoice. Cobb & Gonsales are the new attorneys. The PO box is due by tomorrow. Jake to pay this with the credit card ASAP. PO Box is 0573. Nadya to set a meeting for transfer and edits this weekend with Jacob and Susan Delmerico. Jacob and Susan Delmerico will go to the bank and add Nadya Levine to the accounts. Susan Delmerico will send resident letters for all ~20 residents who have not yet paid dues for 2025. Jake will provide a spreadsheet on payments to date. Jake/Susan Delmerico to

follow up on H1 payment of 1,579, and past due collected of 550 to determine if applied correctly (check interest, dues, etc). Current should be 550 less.

Legal: Susan Dawood gave the following report:

- J1 - Board members all reported no check had been received to date. Susan Delmerico sent a letter mid February for the past due amounts for 2024. 2025 dues are also outstanding. A 30 day letter for both years dues will be sent. Once the deadline is up, it will be sent to legal. She stated it will be done by the end of the week.
- G1 - Resident sent a check for \$300 in January in response to 1st half of 2025 dues reminder. A letter was sent again, and another \$300 was received for a total of \$600, which covers their 2024 dues (minus fees). Susan Dawood voted to drop the late fees, and give them an opportunity to pay the 2025 fees to get current. All members agreed.
- H1 - 1 30 day letter was sent by McCabe legal, but we transitioned to Cobb, who didn't accept the first letter, and stated a new one needs to be sent by them. At the due date, if ignored, they are prepared to move to a lien on the resident's home. There is no reimbursement on these legal fees. The cost was \$180 + mailing costs. On 3/31 the total due was \$1,413.75. There was a partial payment in 2023, and no payments for both 2024 nor 2025, plus interest owed.
- K1 - Resident tried Zelle, but the wrong email was used, payment was not processed. Attorneys @ Cobb stated they will not negotiate, the total due is \$1,600, and they are taking it from here. On 3/28 in an email from the PA, she ensured a determination would be made today. There is also an outstanding tree violation that was not completed by resident.
- There are a few outstanding invoices for Cobb & Gonsalves. Jan (122), Feb (274), Mar (37), Apr (103), Nadya requested all invoices, Denese Clanton will provide them.
- All members signed a form stating we have read the ByLaws.

A motion was made to adjourn by Yesenia Perez at 8:34 pm, seconded by Erin.

The next board meeting will be held at 6:30 pm on Wednesday, May 14th at the Jacksonville Public Library, 10599 Deerwood Park Blvd

Respectfully submitted,

Erin Kofeed

Secretary