

**Minutes of the Meeting of the Board of Directors for the
VILLAGE SQUARE OF TITUSVILLE CONDOMINIUM ASSOCIATION, INC.
November 15, 2013**

Call to Order:

The meeting was called to order at 12:03 pm by President Betty Conant. Thirteen residents attended.

Establish Quorum of Directors:

Board members present: President Betty Conant, Vice President Evelyn Bourke, Secretary Brenda Dowd, Treasurer Dennis Filler, and Director Linda Beckwith. Michelle Davis and Lynn Hiott represented Reconcilable Differences.

Approval of Prior Minutes:

Brenda motioned to approve the minutes of the meeting held October 18, 2013 as written and posted on the web site. Dennis seconded, all in favor.

Financial Report:

Manager Michelle Davis reported that as of October 31, 2013, the Association has \$41,851 in the operating account, with \$6,525 in prepaid assessments, leaving an actual total of \$35,326 in operating funds. There is a total of \$259,732 in the various reserve accounts. We show a total of \$38,467 in outstanding dues from residents as of the end of last month. We have \$36,276 accrued to cover "bad debts", and that should be sufficient.

The Association is \$333 under budget, working very hard at keeping expenses under control.

Guest Speaker: Vanessa with Brighthouse stated that in April of 2014, analog is going away and you must have a digital adaptor box installed before that time continue receiving cable signal. After 2014, there will be a charge of \$2 per digital adaptor box in the home. If you call Brighthouse to install the adaptor, they will charge \$29.95. You are welcome to either have them bring it out and drop it off at your residence or pick one up from a local office and you install it. She thanked the Board and membership for allowing her to come and speak and stated that she hoped everyone enjoyed the snacks and drinks that were supplied by Brighthouse.

Owner Input on Draft 2014 Budget: An owner asked if our maintenance man would continue as part time or full time. Dennis responded that we currently have budgeted for full time, however there is not enough work for full time and will remain at part time, however if the need arises to increase, we have the opportunity. An owner asked about mileage reimbursement for the maintenance man and Dennis replied that John is aware that we can only reimburse him \$15 per month for mileage he incurs throughout his days. Someone questioned the electrical cost on the pool. That may be a human error and this amount needs to be raised as it has always been higher. Management will look into this. A question came up about the wall and why the association felt it was okay to budget a reserve line item for repairs to something that is not officially owned by Village Square. Michelle replied that the wall surrounds our community and we must maintain our side of the wall in the future and a budgeted line item was necessary.

Schedule Annual Meeting Date: The Board asked that a member vote be taken on the retaining wall on Harrison Street from Bonita Ross. They also asked that a pet restriction and rental restriction be voted on. The annual meeting will be scheduled for January 31, 2014.

Board Approval of 2014 Budget: Brenda made the motion to accept the Budget as written and approve \$200 as the monthly assessment. Dennis seconded, all in favor.

New Business: None noted.

Set Next Meeting/Annual Meeting: As noted the annual meeting will take place on January 31, 2014. There will not be a meeting in December.

Adjournment:

There being no further business to discuss, the meeting adjourned at 12:30 pm.

Respectfully,

Lynn Hiott, LCAM #35322
Michelle Davis, CMCA, AMS, CAM Manager