

**Turnberry Homeowners Association, Inc.**  
**Board of Directors Minutes**  
**May 25, 2011**

**I. Call to Order**

Charlie Yorio called the meeting to order at 3.00 p.m.

**II. Establish a Quorum**

A quorum was established with the presence of: Charlie Yorio, Mike Talbert, Rolf James, Mardee Jenrette and Eugene Rankin.

Attending on behalf of MAY Management Services: Tim Hutchison.

**III. Guest Speaker**

Jeffrey King with North Florida Emulsions, Inc. gave a presentation on resurfacing the roads in Turnberry (See VIII. e.)

**IV. Approval of Minutes from 4/27/11 Board Meeting**

Rolf James made a **motion** to approve the Board meeting minutes from 4/27/11 as submitted. Eugene Rankin seconded the **motion** with all in favor.

**V. Financial Report**

Rolf James highlighted the Financial report as of 4/30/11:

Operating Fund	\$52,742.54
Cash in Bank	\$58,849.09
Replacement Fund	\$87,994.48
YTD (positive variance)	\$ 9,976.37

Rolf James stated that all budgeted items are on target and the financial situation is in good order.

Mardee Jenrette made a **motion** to approve the Financials from 3/31/11. Mike Talbert seconded and the **motion** carried unanimously.

Mardee Jenrette made a **motion** to approve the Financials from 4/30/11. Eugene Rankin seconded and the **motion** carried unanimously.

**VI. Manager's Report**

Tim Hutchison stated that he had no additional items to report; all is included in the Agenda.

**VII. Committee Presentations**

- a. **Landscape** – Mardee Jenrette stated she would discuss under appropriate Agenda items.
- b. **ARB** – Eugene Rankin, ARB Chair, there were 2 applications with 2 approvals. Following a discussion about projects dragging on, a suggestion was made to include a project completion date in the application process. The assigned completion date would be based on the nature of the project.
- c. **Enforcement** –  
Mike Talbert made a **motion** to appoint John Ritz to the Enforcement Committee. Eugene Rankin seconded and the **motion** carried unanimously. Additional individuals are still needed to ensure that sufficient members are available so hearings are not delayed.
- d. **Security/Safety** – Mike Talbert reported the following items:
  1. Suggested including a copy of the Pool Policy in the next assessment mailing.
  2. Discussed sending all owners a letter requesting information on anyone renting their homes.

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3. Discussed the Security Contract with USSA and the coverage after SJSEM releases them from their contract. There will be 16 hours provided and Mike Talbert has suggested having the coverage from 4:00 p.m. to 8:00 a.m. Decisions will be made by the SJNWRRA board.
- e. **Welcome** – Eugene Rankin reported that there are two new families that have moved in and there has been a third home purchased.
- f. **Website** – The website is running smoothly. Steve Cashat was again complimented for his responsiveness to requests for changes from the Board.

**VIII. Old Business**

- a. **Violation Letter Format** – The Board discussed the suggestions made to edit the Violation letters. The Board asked Mardee Jenrette to review and edit the letters and present them to the Board for approval.
- b. **Irrigation between pool and basketball court** – Tim Hutchison reported that this has been taken care of and the Board closed this item.
- c. **Irrigation extension to 1204 Paradise Pond Road** – Tim Hutchison reported that this has been taken care of and the Board closed this item.
- d. **Retainer Agreement review** – The Board will review Attorney Helen Atter’s comments regarding the Agreement submitted by Attorney Barry Ansbacher.
- e. **Paving Sandlake and Paradise Pond Road** – Jeffrey King with North Florida Emulsions, Inc. gave a presentation at the beginning of the meeting. The Board will hold a workshop to discuss the issues associated with repaving all the roads within the community.
- f. **Storm water drain proposal** –  
Rolf James made a **motion** to accept the bid from Brown & Luke Contracting Company, Inc., to clean the storm drains for a cost of no more than \$900.00. Mike Talbert seconded and the **motion** carried unanimously.
- g. **Pool** –
  1. Handrail repair – The new handrail is in and looks good.
  2. Voltage problem – This is still unresolved. Rolf James suggested changing the timer mechanism for the pool lights one more time.  
Mike Talbert made a **motion** to approve having the timer mechanism replaced at the pool. Eugene Rankin seconded and the **motion** carried unanimously.
  3. Water bill credit –Tim Hutchison was asked to get more information pertaining to actual cost of water to refill the pool, to assure the Association has been properly reimbursed.
  4. Lounge chair stains – The signs have been posted requesting chaises to be covered with a towel if lotion is being used. Charlie Yorio contacted the company concerning cleaning of stained straps. It is likely the stains are permanent.
  5. Rain Gauge– Tim Hutchison stated that a wireless sensor was being installed and should be completed by the end of the day.
- h. **Common area sod and plant replacement** – Tim Hutchison will follow up with Jay Jernigan regarding the quote to replace damaged sod on the bank of the pond at the entrance

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to the community. The sod that was put down in other common areas is looking very good now.

- i. River rock, pavers to replace common area plantings** – Tim Hutchison stated that he contacted 4 contractors and only had a response with a quote from 1 in the amount of \$1,800.00 for pavers in the common area on Paradise Pond. He was asked to get bids to pour cement in the two triangular areas in question.
  - j. Rules Enforcement Committee Charter** – Mardee Jenrette made a **motion** to accept the Rules / Enforcement Charter as presented. Rolf James seconded and the **motion** carried unanimously.
  - k. Turnberry Homeowners Association Compliance Policy** – Mardee Jenrette made a **motion** to approve the Compliance Policy as presented. Mike Talbert seconded and the **motion** carried unanimously. Members of the Board expressed thanks to Mardee Jenrette and Eugene Rankin for all their hard work getting this Policy written. Tim Hutchison will review to assure May Management’s responsibilities are followed.
  - l. Security report on website** – This was a homeowner suggestion. USSA recommends against, citing privacy concerns among others. The Board will not pursue this issue.
  - m. Delinquency update - No discussion during the meeting.**
- IX. New Business**
- a. Open garage door USSA notification** – Mardee Jenrette brought up a homeowner’s concern about security officers knocking on doors of homes with garage doors open after 11 PM, suggesting it should be after dark and not as late as 11 PM. Mike Talbert will find out what the policy really is.
  - b. Message Board** – Tim Hutchison stated that 2 new boxes of letters were ordered and have been received. The discolored top of the message board will be replaced by the end of the week.
  - c. Pavers** - Mike Talbert presented to the Board the different types and thickness of pavers available for driveways or patios. Mardee Jenrette made a **motion** to have Eugene Rankin write a language to amend the ARB Guidelines to include non-concrete driveways. Rolf James seconded and the **motion** carried unanimously.
- X. Adjournment**
- With no further business to discuss, Rolf James made a **motion** to adjourn the meeting at 4:58 p.m. Mike Talbert seconded and the **motion** carried with all in favor.
- XI. Open Forum**