

Hart Lake Hills Homeowners Association

P.O. Box 3518

Winter Haven, FL 33885-3518

Minutes of the HOA Board Meeting

Date: March 27, 2024

Call to Order:

The meeting was called to order at **6:09 PM** by **Stacey Brix**.

Roll Call:

Present:

- Stacey Brix
 - Jamey Trim
 - Ryan Williamson
 - Scott Gibson
-

Approval of Minutes:

The minutes of the **February 27, 2025**, meeting were submitted for review.

A motion to approve the minutes as submitted was made by **Ryan Williamson** and seconded by **Jamey Trim**.

Motion carried unanimously.

Old Business:

Storage Unit – Cube Smart 863-342-1412 x 4

- Discussion on how payment is made.
- **Jamey Trim** will confirm payment method and check for any cost changes before the next meeting.
- The board agreed on a **5x10 unit** at **\$58.80/month plus \$16.00** required insurance.

Monthly Financial Review

- Financials for the month were reviewed.

Entrance Sign

- The board continues to search for a cost-effective, waterproof sign that suits the community aesthetic.

DoorKing Auto Payment & HOA Life

- **Scott Gibson** is working with the provider to set up auto payment.
- Scott will also verify that all HOA-related bills are enrolled in auto-pay.

Reimbursement – Corporate Filing

- The board approved reimbursing **Scott Gibson \$70.00** for a corporate change fee.
- Receipt was submitted; reimbursement documents will be finalized at the next meeting.

Citizens Bank & Trust – Credit Card for Non-Profit

- Bank requires:
 - Two years of tax returns
 - Year-to-date profit & loss statement
 - Personal guarantee
- **Scott Gibson** provided the two years of financials and will create a YTD P&L if needed.
- **Ryan Williamson** is verifying if additional documents will be required.

Post Office Access

- An extra mailbox key was given to **Ryan Williamson** by **Scott Gibson** to assist with mail collection.

New Business:

Second Notice Letters for HOA Dues

- Letters will be mailed within the week to parcel owners with outstanding annual dues.

Lot 26 HOA Dues

- **Jamey Trim** received a dues payment check without a signature.
- She will obtain the homeowner's signature and mail it to the P.O. Box for deposit.

Adjournment:

Next Meeting Date: April 29, 2025

With no further business to discuss, the meeting was adjourned at **5:50 PM**.

Respectfully submitted,
Jamey Trim
Secretary

