

**Tara Master Association  
Board Meeting  
September 15, 2008  
@ Tara Golf & Country Club**

**ROLL CALL:** Present were Board members: John Lane, Wilma McCray, Tom McHugh, Ed Porter, Phil Stewart and Don Stoddard. Also present were: Tony Greising – Property Manager, JoAnn Mastrangelo – Property Secretary. Absent were: George Conrad and Controller – Larry Perkins.

**RESIDENT COMMENTS (LIMITED TO AGENDA ITEMS):**

None

**APPROVAL OF THE MINUTES OF THE JUNE 19<sup>th</sup> MEETING:**

A quorum was established and the minutes of June 19, 2008 were unanimously approved.

**REVIEW OF AUGUST, 2008 FINANCIAL REPORT:**

**Stoddard/Perkins**

Tony stated that TMA has a little over \$800K in the bank, which includes the Reserve Account. A large amount will be drawn down to make payments for one of our biggest expenses (the Comcast Cable bill). Tony stated that year-to-date, we are in good financial shape. TMA is \$40K better than budget. TMA has write-offs this year based on the 44 accounts that are outstanding. TMA might have to use some of the extra monies available to us since TMA didn't establish a larger Reserve for bad debts this year. The accounts that are 90 days outstanding are short \$39K and amount due in total is \$52K. The differences between the 2 (two) amounts are interest and attorney fees. The process has been established wherein a lien will be put on their properties. If the resident is in process of foreclosure, we need to make the determination whether to pursue collection or write it off. A motion to accept the Financial Statement as is was unanimously approved.

**COMMITTEE REPORTS:**

**TMA-ARC Stewart/Porter**

Ed Porter stated that he would like to make it part of the record that he would like to thank the members of the TMA-ARC Committee for all the hard work they did in getting the procedures and standard Manuel edited and ready for print and distribution.

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He also stated that the new revised manual would probably go out in October-November and that there would be a cover letter stating that it would be the resident's responsibility to read and conform to the requirements of the procedures and standards. Ed also stated that the members of the TMA-ARC has resigned and wants to thank them for all the effort that put forth.

**Approval Of The TMA-ARC Manuel**

The TMA-ARC Manuel procedures and standards have been unanimously approved as edited.

**TMA-ARC resignations**

The TMA-ARC Committee has resigned. Phil Stewart and Ed Porter emphasized their gratitude to the Committee, especially Denyse McHugh for all her hard work and effort she has put into keeping the Preserve Community as beautiful as is and keeping the residents in complying status.

**TMA-ARC Committee recruiting efforts**

A slide will be put on our community channels 57 and 60, asking for 3 volunteers to form a new committee for the TMA-ARC Committee.

**Communications: McCray/McHugh**

Wilma stated that they have 3 residents that are on the Communications Committee. Peter Pfeifer is the chairperson and we also have Dick Johnson from the Preserve and Marianne Meyer, and Diane Fig from Tara G&CC. A motion was unanimously approved to appoint these 3 residents to be on the Communications Committee.

Wilma also mentioned the topic of the Braden River Bridge and the information she knows regarding the upcoming construction of the Bridge. The Manatee Commissioner has approved moving the fees from the Tara Bridge to 44<sup>th</sup> Avenue East Extension. Donna Hayes doesn't see this project starting for about another 10 yrs.

**Open House**

This topic is still open for discussion and Peter Pfeifer will have additional information soon so the Communications Committee can make a decision regarding the Open House.

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**Emergency Preparedness**

Peter stated that he has prepared slides for our community channels for 57-60 and they are ready to be broadcasted.

**Web Site & Newsletter**

Wilma stated that Dick Berman was publishing the TMA newsletter and has resigned. Dick has given the manual and CD to Wilma and Tom for future publication of the newsletter. Cathy Woolley and Don Stoddard made a suggestion in regards to getting a volunteer for the newsletter, possibly a graduate student or maybe going to a small college to see if a student would be interested in do this newsletter project.

**Finance – Stoddard**

Don stated that the budget would be ready the first week of October. Tony stated that a meeting should be scheduled in late October to consider the budget. It would need to be posted within 30 days in advance (channel-57-60) due to the Requirement of the State Statutes.

**Finance Committee Recruiting Efforts**

Don Stoddard stated that on Channel 60 there is a slide asking for volunteers for the Finance Committee. We have Jack Barns, Mike Dyer, Dick Johnson and Garrett Parker. Don also stated that these 4 volunteers are knowledgeable from a financial standpoint. He highly recommends them. A motion was unanimously approved to accept these 4 gentlemen as Committee members on the Finance Committee. The next meeting we will appoint a Chairperson.

**Review Of Annual Assessment And Changing The Due Date**

Don Stoddard stated that in order to change the due date for the TMA annual billing date, we must consider changing our budget as well in order to have the monies available to coincide with the date that we pick. Also Don and Cathy discussed having a program for a lock-box and would like to bring it to the Board for approval. He is hoping to have the program worked into the 2010 budget. There is another item that the Finance Committee needs to look at which is the necessity of contracting thorough and timely evaluation of the Association's assets to verify the amounts of the Reserve Accounts. Cathy mentioned that it was time to do this since it hasn't been done in the last 2-3 yrs.

**MANAGER'S REPORT:**

**Delinquent Report**

Mentioned under Financial Report

**Tara Blvd. Banners**

Tony stated that the feedback was negative from the residents in our Tara Community regarding the banners. He talked to the CDD to discuss putting the banners throughout Phase II as well as Phase I. Tony stated that we are budgeted for the banners going throughout Phase II and I. We would probably change out the banners twice a yr. It will cost approximately \$5K including installation. Tony stated that it has been approved in the 2008-operating budget.

Peter Pfeifer mentioned that the CDD does not own the light poles in Phase II and that Florida Power & Light own the poles.

**South Tara Blvd. Entrance Signs Progress**

Tony stated that he spoke with the installer and that the County informed him that the signs need to be smaller or they need to add 50 feet of fencing to each structure. Tony has requested more detailed site plans. Manatee County requires fencing around the signs.

Tony also mentioned that he's working with the GVLA. He is talking with the Attorney to see what their responsibilities are as far as maintenance of the landscaping, and the irrigation repair and shrubbery.

**2009 Budget And Time Line For Approval**

Tony stated that the biggest line item in the budget is Comcast Cable for \$600K. There will be a 5% increase this coming yr. and 6-7% for everyone else.

**OTHER ISSUES**

None

**UNFINISHED BUSINESS:**

None

**DIRECTOR'S COMMENTS:**

None

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**NEXT BOARD MEETING: TBD**

**The next meeting will be set for October 30, 2008 @ 7:00 p.m. @ CDD.**

**ADJOURN:**

**The meeting was adjourned @ 8:25 p.m.**

Respectfully Submitted,

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Tom McHugh-Secretary

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Date