

**POINCIANA PLACE TOWN HOMES INC.**  
**BOARD OF DIRECTOR'S MEETING**  
**February 13, 2024, 6:00 PM**  
**Poinciana Terrace Room**  
**3536 Via Poinciana, Lake Worth**

**Meeting Minutes**

The meeting was called to order at 6:06 pm by Robert Artola, Board President.

Roll call was conducted, and quorum was established. Present from the Board was Robert Artola, Lyn Croteau, and Brenda White.

Irene Fiedler was also present from Allied Property Management Group.

Cindy Maunder arrived at 6:11 pm due to a vehicle accident. Surinder (Sam) Zutshi also arrived at 6:11 pm.

The Notice of Meeting was established as posted in the pool area and emailed.

A motion was made by Robert Artola, seconded by Lyn Croteau, to approve the Meeting Minutes from the meetings held on January 16, 2024, and all in favor.

Travis from Say When Landscaping was in attendance as a guest to speak to the homeowners about the landscaping, going over the items he would focus on, if hired, such as cutting back vegetation and tree trimming. He would also focus on the driveway areas that need to be filled in the corners, and he would trim down the Clusias. Irrigation was also discussed.

Brenda White, Landscape Committee Chairperson, discussed the failure of the pump and the recommendation by the irrigation company to replace it. In addition, she will be proposing having the Landscape Committee take on more of the responsibility with a new company performing just the mowing, trimming, weeding, irrigation, and lawn pest control. The Landscape Committee will be meeting every Tuesday at 9:00 am. There was also discussion on the plan of the Committee to remove the circular bushes surrounding the Palm tree stump. A motion was made by Brenda White, seconded by Robert Artola, to remove the bushes after calling 811, and all in favor. Trimming down the Ficus hedges on 10<sup>th</sup> Avenue North was also discussed, as well as starting a donation account for Landscaping. Management will get some information from accounting on how to move forward with this.

Irene Fiedler from Allied Property Management Group reported on the roof replacements and repairs, as well as work orders. She will be reaching out to AG General Services for his proposal to perform the wood repairs on the patios, consolidating 16 addresses that are in need of having the work done.

Cindy Maunder brought an update on the Treasurer's Report going over the balance sheet and pointing out that the electric bill seemed to have gone up. Management will check the past financials and reach out to the electric company. There was also an inquiry into the Aging Report. Management will reach out for a monthly update on the Attorney collection item.

Robert gave a detailed report on creating work orders to track the history of repairs being made by the Maintenance Committee. This will allow him to periodically update the Community on the amount of money

that has been saved by the volunteers. Bill Maunder will be added to the vendor list in the system to allow for the tracking of the maintenance work orders. He also briefly touched on using an announcement phone system to reach the homeowners with important information about the Community.

There was discussion on the website and the contents of the website highlighting the great work of the Committees.

There were 12 homeowners present at the meeting. Repair costs were discussed as well as work orders and insurance.

Extensive discussion went on about the Liability and Property Insurance. The Insurance renewal proposal had to be approved and paid since the Community was coming up on the termination date. Cindy Maunder will be reaching out to John Galt to see if both property and liability can be consolidated and have one renewal date for all the insurances, as well as exclusivity they may have with a new carrier coming on the scene. She has also asked them where in the process of renewal is a good time to make a change to a new insurance broker. The Insurance Committee chair will interview the vendors with two Board members also in attendance. A motion was made by Cindy Maunder, seconded by Robert Artola to be the Board Liaison's to interview the Insurance brokers with Matt Laskowski, and all in favor. A Board meeting was also scheduled for Tuesday, June 4, 2024, to vote on it. Management will check the current contract with Plasteridge Insurance.

A motion was made by Lyn Croteau, seconded by Robert Artola, to adjourn the meeting, and all in favor. The meeting was adjourned at 8:35 PM.

Respectfully Submitted,

Irene Fiedler, LCAM  
Property Manager