

# PHILLIPS OAKS

HOMEOWNERS ASSOCIATION, INC.

Board Of Directors

Meeting Minutes

Orlando, FL

**DATE:** April 28, 2025

## **CALL TO ORDER/CERTIFY QUORUM**

The meeting was called to order at 7:00 p.m. at the Dr. Phillips YMCA.

Directors present: Karen Rugerio, Varsha Shah, Sue Robson, Dave Smith. Members present: Robert Carpenter, Barbara McLean Smith, Sue Porro. A representative from Associa, Abe Dernaika, was present.

## **MINUTES**

Ms. Shah moved that the minutes from the March meeting be approved. This was seconded by Ms. Robson and approved by the Board.

## **OPEN FORUM**

Mr. Carpenter has purchased a third bench. He is considering two locations – one near the Winder Oaks mailboxes (once the tree there is removed), and the other on the far end of the pond on Quiet Oak Lane facing Hidden Beach Road. Ms. Rugerio suggested that the second option seemed more suitable. Mr. Carpenter added that each bench costs \$650 plus the \$50 handyman's installation fee, all of which he donates. He has the thanks of the Board and the gratitude of the Phillips Oaks community, which has been enjoying the two existing benches.

Ms. McLean-Smith said that she and Mr. Smith had some difficulties making recent payments, but the problem has been resolved, and payments are now current. Mr. Dernaika checked his list and assured her that no violation or late payment was noted.

## **MANAGEMENT REPORT**

Mr. Dernaika reported that Associa is moving ahead on one lien, which is listed for non-payment for over 90 days. He asked the Board to review the lien list and to inform him of any properties that need to be considered for the placement of liens.

Ms. Rugerio asked Mr. Dernaika to check that Associa is aware that the late fee has been updated to \$50. He will check to make sure that the office is aware that the \$25 late fee has been changed to \$50.

## **ARCHITECTURAL REVIEW BOARD REPORT**

Although Mr. Lupo was not present, he provided his report approving a fence extension and line of pavers at 6725 Imperial Oak Lane. Mr. Dernaika asked if Mr. Lupo had run the request past the Board before his approval. He stressed that the approval of the Board is needed to protect Mr. Lupo from any personal liability. Ms. Rugerio noted that the plot diagram clearly showed the work to be done. As the homeowner has already ordered the materials, Ms. Rugerio suggested that the Board approve this request. This was seconded by Ms. Shah and passed unanimously.

Mr. Smith brought up that the stump remaining after tree removal at the Imperial Oak address poses a danger as it has very sharp edges protruding. The Board agreed that while it cannot require that the tree stump be ground down, it does need to be cut down level to the ground. A violation notice can be sent about the stump. Mr. Dernaika will see that a violation notice is sent.

Ms. McLean-Smith feels that these steps should be taken before the problem becomes a violation issue. She volunteered to join the ARB Committee. Her placement on the Committee was unanimously approved by the Board members present.

## **FINANCIAL REPORT**

Mr. Dernaika presented a report to the Board showing the HOA has \$62,179.29 in reserve and \$2,626.64 in the operating budget. Ms. Rugerio says that careful planning needs to go into the future repair of the brick wall. This is going to be an expensive project that will need to be done in phases. Mr. Dernaika offered a contractor he has worked with in the past, who would be open to working out payment in phases, but encouraged the Board to get competitive bids.

Nothing has been heard about the foreclosure on Imperial Oak Lane. Mr. Smith reported that the property looks awful, including the pool, in which the water has turned green. Mr. Dernaika will pursue this with the treasurer at Associa.

## **OLD BUSINESS**

Graffiti has been removed from the wall on Winder Oaks, for which everyone is grateful. Removal of eleven trees on Oak Promenade and Hidden Beach Blvd. is scheduled for May 6.

## **NEW BUSINESS**

Mr. Dernaika has contacted code enforcement about the white truck, which has been parked in our community for over two months. He is hoping an officer will be out to deal with it this week.

New renters in the community wanted help getting mailbox keys. The only way to do that is to have the homeowner take the renters to the Post Office to get their mailbox keys.

## ADJOURNMENT

The meeting was adjourned at 7:37 p.m.  
Respectfully submitted by the Secretary,



Sue Robson  
Secretary

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