



The Shores at Berkshire Lakes  
Master Homeowner's Association, Inc.  
Board of Directors Meeting  
March 16, 2022  
6:15 PM

**Attending:**

**Board Members:** Tony Vaccarino, Doug Nelson, Britt Ragle, Lee Kurasowicz, Steve Girard, Angela Mariani, Matt Difabio

**Treasurer:** Linda Myron

**Anchor Associates:** Kevin Frost

Tony Vaccarino called the meeting to order at 6:15 pm.

A quorum was present. The Proof of Notice was reviewed and is acceptable.

**Meeting:**

This meeting followed the reconvened Annual Members Meeting. The following rule was used for the meeting. An owner may speak for three minutes on any agenda item, no member may speak more than once until all owners wishing to speak for the first time have done so, and owners may speak only twice on a single agenda item, the second time for one and a half minutes. Only the items on the agenda will be discussed.

**Approval of the Minutes:**

Lee Kurasowicz made a motion to approve the meeting minutes for January 20, 2022. Tony Vaccarino seconded the motion, Vote 7 to 0. The motion carried.

Lee Kurasowicz made a motion to approve the meeting minutes for February 2 & 17, 2022. Angela Mariani seconded the motion. Vote 7 to 0. The motion carried.

Lee Kurasowicz made a motion to approve the meeting minutes of March 2, 2022. Tony Vaccarino seconded the motion. Vote 7 to 0. The motion carried.

**Treasurer's Report:**

Linda Myron reported that we received the financial statements for the month ended February 28, 2022. Revenues were over budget by \$10,221.65 for a positive variance. Expenses and reserve contributions were over budget by \$3,186.43 for a negative variance. Over all the increase to Homeowner's Equity for the month is \$7,307.06. The balance in the Homeowner's Equity for the month is \$5,117.46.

Approved 4/21/22  
LOR



Doug Nelson made a motion to accept the treasurer's report. Tony Vaccarino seconded the motion. Vote 7 to 0. The motion carried.

**ACC Committee:**

- 7433 Meldin Ct. – Remove oak tree, *Approved*
- 7799 Berkshire Pines Dr. – Install power hurricane shutter, *Approved*
- 7799 Berkshire Pines Dr. – Install hurricane shutters, *Approved*
- 7888 Leicester Dr. – Replace roof, *Approved*
- 7579 Berkshire Pines Dr. – Replace existing plantings in front of house, *Approved*
- 7438 Meldin Ct. – Replace windows and add window shutter, *Approved*
- 7849 Stratford Dr. – Replace roof, *Approved*
- 7767 Berkshire Pines Dr. – Replace garage light and add a second one, *Approved*
- 7711 Berkshire Pines Dr. – Replace villa half roof, *Approved*
- 7773 Haverhill Ct. – Add screen enclosure around front door, *Approved*
- 7788 & 7792 Meridan Ct. – Repaint villa, *Approved*

The Preserve Condo Association – Replace roofs on all buildings, *Approved*

Tony Vaccarino made a motion to accept all of the ACC recommendations for approval. Lee Kurasowicz seconded the motion. Vote 7 to 0. The motion carried.

**Social Committee:**

No report.

**Lake Committee:**

Kim Wilson said that according to our vendor, Solitude Lake Management, we are on a special priority list with the State Fish and Wildlife division to have the lake inspected. The purpose of the inspection is to determine if we have enough submerged weeds to warrant adding carp to the lake.

**Appeals Committee:**

Upheld the fines from the Board Meeting of January 20, 2021 for a fine of \$2,000 against 7550 Meadow Lakes Dr. #4704, representing fines of \$100 per day for staying in the unit without a lease for more than twenty days. Also upheld was a fine of \$2,000 against 7799 Berkshire Pines Dr. representing fines of \$100 per day starting December 20, 2021 for painting their half of the villa without ACC approval. Notice was sent to the resident for a plan and time to correct the painting issue.



### Old Business:

- Website update:  
The Board of Directors were given a hyperlink to view the new website online. Additions and changes are still in process.
- ACC Guideline changes:  
The ACC committee is finalizing the guideline document. It is planned to be sent out 14 days before the April Board Meeting to the membership for review.
- Quote for pool deck pavers and fencing:  
Three quotes have been received from paver contractors. The Board would like to move forward with the company Accurate Pavers but need to bring it to a vote of the membership for the cost and color of the pavers. We will receive samples of the pavers soon.

Tony Vaccarino made a motion to have the membership vote on the Accurate Pavers quote of \$57,161 and paver color. Doug Nelson seconded the motion. Vote 7 to 0. The motion carried.

- Guest Stay restrictions:  
We are in the process of tightening up our guest stay requirements. Once the revision is completed it will be given to the membership for review.
- Lake management vendor change:  
The Board has decided to change lake management vendors but that cannot be done until the lake inspection and carp release into the lake has been completed.
- New flooring for the clubhouse:  
Tony Vaccarino showed a sample of the broadloom carpeting for the ballroom to the Board and the membership that were present. Another sample has been ordered that has the same pattern only lighter in some areas and it will be used as the final version for the installation. It turns out that carpet tile is not a better value than the broadloom. There is not enough flexibility in design with the carpet tile. It will take three days to install the broadloom from start to finish. The cost for the broadloom will be \$18,000. Installation and delivery are being quoted separately. The billiard room, library and card room will be carpeted as well. Quotes are forthcoming.
- The preserve area cleanup schedule:  
The community has been split into 3 cleanup sections. Section 1 will be done first starting in April. Section 1 is bordered by Santa Barbara Blvd to the West, the clubhouse to the South crossing the lake to 7556 Berkshire Pines Dr. and the Preserve Community to the East. A quote is being requested. This cleanup will be in a 3 year cycle, one section completed each year.





- Sidewalk extension:  
A quote is in process for adding some concrete pads to connect the sidewalk to the street near Leicester Dr. / Berkshire Pines Dr. and also north of the Radio Rd gatehouse exit side and entrance side.

#### New Business:

- Collection procedure decisions for overdue assessment, fines and late fees:  
According to the Florida Statutes payments will be applied to fines, interest, administration fees and attorney fees before the delinquent assessments. When the delinquent assessment on a homeowner account is 90 days past due it will be turned over to the attorney for collection.
- Set April Board Meeting date and time:  
The Board of Directors Meeting will be held on April 21, 2022 at 9 AM.

#### Delinquent Accounts:

- 7745 Woodbrook Cir. #3702 – considerations and approval to have our attorney start the collection process: Owner is over 90 days past due.

Doug Nelson made a motion to have our attorney start the collection process on 7745 Woodbrook Cir. #3702 for monies owed that are 90 days past due. Tony Vaccarino seconded the motion. Vote 7 to 0. The motion carried.

#### Fines:

- Consideration and approval of fines re: Form letter Sent January 17<sup>th</sup> for general maintenance items, tree trimming, power washing etc.  
7503 BPD – Palm Tree Trimming, \$500  
7591 BPD – Palm Tree Trimming & Driveway Power Washing, \$1,000  
7595 BPD – Palm Tree Trimming & Roof Power Washing, \$1,000  
7621 BPD – Roof Power Washing, \$500  
7687 BPD – Palm Tree Trimming, \$500  
7812 BPD – Roof Power Washing, \$500  
7716 Haverhill – Roof Power Washing, \$500  
7764 Haverhill – Roof Power Washing, \$500  
7768 Haverhill – Roof Power Washing, \$500  
7904 Leicester – Palm Trimming, \$500  
7932 Leicester – Roof Power Washing, \$500  
7933 Leicester – Palm Tree Trimming, \$500  
7940 Leicester – Palm Tree Trimming & Driveway Power Washing, \$1,000  
7941 Leicester – Palm Tree Trimming & Driveway Power Washing, \$1,000  
7945 Leicester – Roof Power Washing, \$500



- 7477 Lourdes Court – Roof Power Washing & Palm Tree Trimming, \$1,000
- 7493 Lourdes Court – Roof Power Washing & Palm Tree Trimming, \$1,000
- 7505 Lourdes Court – Roof Power Washing & Palm Tree Trimming, \$1,000
- 7414 Meldin Court – Driveway Power Washing, \$500
- 7421 Meldin Court – Palm Tree Trimming, \$500
- 7422 Meldin Court – Driveway Power Washing & Palm Tree Trimming, \$1,000
- 7425 Meldin Court – Palm Tree Trimming, \$500
- 7828 Meridan Court – Driveway Power Washing, \$500
- 7845 Stratford Dr. – Palm Tree Trimming, \$500
- 7848 Stratford DR. – Roof Power Washing, \$500
- 7849 Stratford – Palm Tree Trimming, \$500
- 7864 Stratford – Palm Tree Trimming, \$500
- 7927 Wexford. – Roof Power Washing & Palm Tree Trimming, \$1,000
- 7938 Wexford – Palm Tree Trimming, \$500

Tony Vaccarino made a motion to fine the above owners \$500 per occurrence for failure to correct violations listed on the Notice to Correct Property Conditions form sent January 17<sup>th</sup>, 2022 within the specified time frame. Doug Nelson seconded the motion. Vote 7 to 0. The motion carried.

**Announcements:**

None

**Member's comments or questions on agenda items:**

Tony Vaccarino asked pet owners to respect their neighbor's property by not allowing their pets to walk up to their front door or to their plants and grass. Please have your pets stay on the Common areas and not on owner parcels.

**Adjournment:**

Tony Vaccarino adjourned the meeting at 7:45 pm.

Respectfully submitted,

Britt Ragle  
Secretary