

**SWEETWATER EAST INVESTMENT CO.**  
**dba LAKE HENRY ESTATES**  
**Monthly Board of Directors Meeting Agenda**  
**December 18, 2020 – 9:00 AM via Zoom & channel 732**

1. Call to Order Paul Bockelman
  
2. Pledge to the Flag – Moment of Silence Paul Bockelman
  
3. Roll Call Rocco Guarino  
President- Paul Bockelman Vice President- John Bakle  
Treasurer- Mike Arseneault Secretary - Rocco Guarino  
Director at Large- Terry Lareau - absent
  
4. Approval of November 20, 2020 Rocco Guarino  
BOD Meeting Minutes  
Rocco Guarino asked for a motion to accept the November 30 (meant to state the 20<sup>th</sup>), 2020 BOD meeting minutes that have been posted.  
John Bakle made a motion to accept the Nov. 20, 2020 BOD Meeting Minutes. Mike Arseneault made a second to the motion. Motion passed.
  
5. Treasurer’s Report Mike Arseneault
  - a. Approve 2021 Proposed Budget  
Mike Arseneault stated that since last month’s Board of Directors meeting when the proposed 2021 Budget was presented, there have been no questions.  
John Bakle made a motion to approve the 2021 Proposed Budget. Rocco Guarino made a second to the motion. Motion passed.
  - b. Approve 2021 Proposed Maintenance Fees  
Mike Arseneault stated that there have been no questions on the proposed 2021 increase of the monthly maintenance fees, therefore he asked for a motion to approve the \$5.00 per month monthly maintenance fee increase to \$230.00 per month starting January 1, 2021 as presented.  
John Bakle made a motion to accept the proposed Maintenance Fee increase of \$5 per month from \$225 to \$230 to take effect January 2021. Rocco Guarino made a second to the motion. The motion passed.
  - c. Brought to the Boards attention that in Article 6, Section 7 the Treasurer is to handle all monies, deposits and so forth. The Board has discussed this and feels that Marianne has been doing this for most years previously, and as an employee, she is covered by our insurance. So she will continue to do these things. The Board has however, decided to add an additional step where the Treasurer will review the deposit slip prior to going to the bank and will review the bank receipt upon return.  
John Bakle made a motion to add to Article 6, Section 7 that the Treasurer is responsible to review all deposits to be made and to review the deposit slips after the deposit for accuracy. Rocco Guarino made a second to the motion. The motion passed.
  
6. Maintenance Report John Bakle  
John Bakle reported work performed this past month included fire hydrant flushing, hauling stone, taking the tractor for maintenance, getting material, wood work shop maintenance,

new fence in the compound and installing a drain at the pump house. The volunteers worked 54 hours at an estimated \$40/hr. for a savings of \$2,160 to the community.

7. New Business:

LHE Golf Handbook changes

Rocco Guarino

Rocco presented the report from Terry Lareau that requested changes to the Golf Handbook.

- a) Annual golf fees will begin to be collected the 3<sup>rd</sup> week in December.
- b) Any new owner or existing owner paying their fees the 3<sup>rd</sup> week in December, may begin play at that time.
- c) Any resident or renter who plays golf or allows family members or guests to play golf, who has not paid the annual golf fee is subject to being charged for the use of the golf course per the D.O.R. Section 4.2, the last sentence. (See the attached report.)

Rocco requested these changes be approved by the Board.

John Bakle made a motion to approve these rule changes as stated in the report. Mike Arseneault seconded the motion. The motion passed with Paul Bockelman abstaining.

8. Old Business:

- a. #4 Retention Pond wall repair

Rocco Guarino

Update:

We have received 4 bids for replacing the wooden wall. Evaluating bids as costs vary.

Have asked several vendors who have additional materials available, such as aluminum, to quote those in replacement of wood.

Have contacted our consultant for any concerns or options.

We have contacted SWFMD for a meeting, which will be a virtual meeting after the beginning of the year.

Our proposal to SWFMD will be to replace the wall with an alternate material such as aluminum that will last 50 years compared to wood at 10 or 12 years. (see report attached.)

9. Information:

Paul Bockelman

1. January 2021 Annual Shareholders meeting coming up in several weeks. Carmen Wilde to review the process.
2. Review Shareholders meeting Ballots – Carmen Wilder discussed changes to this year’s meeting and absentee ballots that are available in the office. There is the locked ballot box in the office to put your completed ballots in when you return them. The envelope is quite full with several sheets of papers and envelopes. Please read each sheet and follow the directions included. Important instruction included is Voter Information, please read it. There are resumes for the candidates, ballot for Board openings, the street lights ballot and 2 ballot for changes to the Bylaws.
3. There are also 2 envelopes, one says “Ballots” and the other is an addressed envelope to Lake Henry Estate. On the back of that envelope you will find a place to print your name, address and YOUR SIGNATURE. This step is necessary to establish a quorum. In the past, you have come into the clubhouse, you signed your name and picked up your ballots. That signature constituted the quorum. This time the signature on the back of the envelope will constitute the quorum.
4. Absentee ballots must be back in the office by noon the day of the meeting, which is January 11, 2021.

5. At that time the election committee will begin to count the ballots which will expedite the counting during the meeting.
  
6. Street Light Update. Lake Henry Estates pays \$23,000 a year to Duke Energy for our street lights. They are an old style bulbs which are not made anymore, and they will need replacing in a couple of years. A cost study and light study was done by the BOD. The Light Study showed the community is lit three times more than the minimum for vehicles, but with or without the Duke's lights, it is insufficient for walkers. Please remember to walk towards the oncoming traffic and use a light when walking at night. Part of this proposal is to have a budget for lights from the clubhouse to the main gate since there are no lights along the road. Plans are to install eight (8) lights along the road. Would like to have solar, but not totally happy with the one we do have now, so there is funding there in case we need to run electric. Also there would be a little funding in case there are other areas that would need lighting, since we were not able to look everywhere during the study.  
Note the budget request is equivalent to a one year pay back to what we are paying Duke. Any question should be sent to board in writing.
  
7. Rocco Guarino read the synopsis of the By-law changes.
  - a. Article 4, Section 1, Annual Meetings A statement will be added "If for some dire circumstance, such as a pandemic, that the time needs to be changed, it must be posted and communicated 15 days in advance"
  - b. Article 4 Section 3, Place of Meeting Change to "684 Dyson Road, Haines City"
  - c. Article 5, Section 12, Vacancies Verbiage changes for the duration of a replacement Director - A Director elected by the Board to fill a vacancy shall hold office **for the remainder of the term of the departing Director**. If the directors are unable to reach an agreement or in the event of subsequent vacancies, **and a Director's remaining term is in excess of 60 days**, a special meeting of the Shareholders shall be held within a reasonable time to vote for a Director.
  - d. Article 5, Section 15 Expenditure Limits Limit raised from \$10,000 to \$15,000. Also "Purchases, projects, contracts or other instruments that are above the \$15,000.00 limit and have been approved by the shareholders, shall be allowed a maximum of a 10% overage for justifiable cause."
  - e. Article 6, Section 7, Treasurer Verbiage added to clarify administering and directing "Treasurer shall have charge and custody of the administering and direction of carrying out all business aspects through an Office Manager or other employees. The Treasurer shall be responsible for all funds and securities of the Corporation, and direction to receive and give receipts for money" as well as "direction to deposit all such monies" and "the office of Treasurer and oversight for such other duties as from time to time may be assigned by the President or by the Board of Directors."
  - f. Article 8 Section 3, Nominations This section candidates being nominated from the floor at Annual Shareholders Meetings will be DELETED. Filling of openings on the Board is covered by Article 5, Section 12, Vacancies
  
8. Dog Committee Status – Paul Bockelman  
This committee is in need of a leader. See Mike Arseneault.

9. Future Board meetings will be available on Zoom – Paul Bockelman  
The meetings are being recorded, and emails will be sent to shareholders where there will be a link provided with a passcode so you will be able to see the meetings.
  
10. Memorial Committee donation for Clubhouse landscape. Paul Bockelman  
Thank you to them for funding updating of old landscaping and the addition of stones to the front landscape as well as cleaned up, and overall beautification. Please contact Jan Varns with any new ideas for this coming year.
  
11. The Holiday Cards Delivery – Paul Bockelman  
This was completed with the pandemic restrictions has been successful. This could only happen with help of many people. Their work is appreciated. Read the names of the “Elves”.
  
10. Motion to Adjourn: At 9: 22AM., John Bakle made a motion to adjourn the meeting. A second was made by Mike Arseneault. Motion carried

Respectfully submitted,

Rocco Guarino, Secretary

Nora Kay Francis, Assistant to the Secretary

December 19, 2020