**LAGO MAR NORTH ASSOCIATION**

**BOARD OF DIRECTORS MEETING**

**December 20, 2019**

Minutes of the Board of Directors Meeting of the Lago Mar North Association, Miami, Florida, held in Allied Property Group office, 12350 SW 132 Court, Suite 214, Miami, Florida at 12:00 p.m. on the 20th day of December, 2019.

**I.** **CALL TO ORDER**

Allied Property Manager, Ana Rivero, called the meeting to order at 12:20 pm.

**II.** **ROLL CALL OF OFFICERS**

Present: Angel Garcia, President; Belkis Barrios, Vice-President; Barbara Gary, Treasurer;

Stephanie Hernandez, Secretary; Madeleine Wolf, Board Member

Absent:

Also Present: Ana Rivero, Property Manager

**III.** **APPROVAL OF THE MINUTES OF THE ELECTION MEETING**  December 12th, 2019

\*Meeting minutes will be provided by Ana Rivero at next scheduled meeting\*

Motion by Ana Rivero, seconded by Angel Garcia to approve the minutes of the Election Meeting of December 2019, Motion carried

**IV.** **Current Financial Condition**.

Ana Rivero reported on the 2020 proposed budget.

Motion by Angel Garcia for Allied Property Group to review ledger for accuracy and approval of 2020 budget with lower maintenance quarterly fee pending budget meeting and approval, seconded by Barbara Gary. Motion Carried

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**V. Maintenance Report**

* Ana Rivero confirmed that Sunbiz.org had been updated with the new board member information.

**V. New business**

* Barbara (Treasurer), Stephanie (Secretary) and Belkis (Vice-President) signed bank authorization cards.
* Ana Rivero suggested the board get a lock box to make quarterly maintenance payments easier.
* The board discussed the Property Management contract and approved that it will only be responsible for managing the fees and financials of the Lago Mar North community. The management fee quote will reflect this change in the 2020 proposed budget.
* Ana Rivero will be ordering coupons for homeowners for January with the lowered maintenance fee of $39.00.
* Stephanie (Secretary) opened discussion about letter to community as an introduction of the new board, overview of items the board plans to accomplish throughout its tenure and monthly newsletter to keep community informed.
  + Motion by Angel for Secretary to compose letter to community, seconded by Belkis. Motion carried.
* Ana proposed three (3) ACC forms pending approval by board.
  + Approved two out of three by majority vote. Form not approved pending legal opinion.
* Stephanie (Secretary) discussed architectural design standards. Board agreed to research options to establish architectural design standards for approval:
  + Exterior home paint schemes (main house and trim)
  + Fence materials and colors
  + Awning colors and styles
  + Driveway extensions, style and colors
  + Roof tiles styles and colors
  + Window frames
  + Shutter colors and style

Meeting adjourned by Ana Rivero at 1:47pm.