



CARROLLWOOD VILLAGE PHASE II HOMEOWNERS ASSOCIATION, INC.

**BOARD OF DIRECTORS MONTHLY
AND**

ARCHITECTURAL REVIEW COMMITTEES MEETING

DATE: TUESDAY, May 28, 2024

TIME: 7:00 P.M.

PLACE: The Carrollwood Cultural Center, 4537 Lowell Rd., Carrollwood Village Room

MINUTES

I. CALL TO ORDER

Paul Klubek, President, called The Carrollwood Village Phase II Board of Directors Meeting and Architectural Review Committee Meeting to order at 7:00 PM on May 28, 2024, at The Carrollwood Cultural Center.

II. ROLL CALL

Directors Present:

Paul Klubek
Bobby Kilgore
Bonnie French
Bill Demare
Diane Griesenbeck
Jerry Campbell

Directors Absent:

John King

Staff Present:

Dawn Archambault, CAM
Rachel Wilton, Transcriptionist

Guests Present:

Bob French
Matilde Pelaez
Adriana Siebel
Louisa Hegarty
Denis Bouchard
Adrienne Huelmyer
Ann Baiocchi

It was noted that the meeting was properly noticed as required by the Florida statutes.

III. APPROVAL OF MINUTES – April 30, 2024, Meeting Minutes

Paul Klubek made a motion to approve the April 30, 2024, Meeting Minutes as presented. Diane Griesenbeck seconded the motion. **All in favor, motion passed.**

IV. PRESENTATIONS:

Paul Klubek: President of the Board expressed gratitude to other Board members, and announced the formation of an executive committee, including Bill Demare, Jerry Campbell, and Paul Klubek.

V. UNFINISHED BUSINESS:

- A. Signage
 - Bill Demare made a motion to approve Dawn Archambault to replace signage immediately if/when it is damaged. Bobby Kilgore seconded the motion. **All in favor, motion passed.**
- B. Street Signage Proposals
 - Paul Klubek made a motion to not replace the street signage and allocate those funds to the beautification of the community. The Board will continue to support the new signage fronting both South Village and West Village. Jerry Campbell seconded the motion. **All in favor, motion passed.**
- C. Entrance Lighting
 - Paul Klubek made a motion for Dawn Archambault to seek quotes for solar panels at the entrance of Bradcliff – Southpark for the completion of the lighting project. Bonnie French seconded the motion. **All in favor, motion passed.**
- D. Phase I, II, III Dumpster Contract Cancellation
 - A \$1,707 cancellation fee has been paid.
 - Bill Demare made a motion to ratify the cancellation of the dumpster contract. Diane Griesenbeck seconded the motion. **All in favor, motion passed.**

VI. NEW BUSINESS:

- A. Appointment of Board Member(s)
 - Paul Klubek requests the Board pass along names of those interested in joining the Board to Dawn Archambault. Candidates will be interviewed by the executive committee prior to Board consideration.
- B. Recruitment-Coleen Ritari Bio
 - Paul Klubek is working with the executive committee to set up a time to interview Coleen Ritari for Board consideration.
- C. Alexanders Property Maintenance Proposals
 - Proposal #5368: \$8,500
 - Proposal #5374: \$5,000
 - Proposal #5370: \$10,800
 - Proposal #5369: \$10,800
 - Paul Klubek made a motion to approve Alexanders Property Maintenance Proposal #5368, Proposal #5374, Proposal #5370, and Proposal #5369 for \$35,100 total. The funds are to be taken from the reserves. Work is permitted to begin on #5368 & #5374 immediately, and #5370 & #5369 will begin contingent on the quality of work of those previous. Diane Griesenbeck seconded the motion. **All in favor, motion passed.**
- D. Monthly Invoices
 - Dawn Archambault will request Greenacre Properties to provide more details on monthly expenses.
 - Dawn Archambault will create a spreadsheet for recurring bills and forward that to the Board.
- E. Violations
 - Paul Klubek made a motion to invite Scott Tankel from Tankel Law Group to the June Board meeting to go review the violation process and provide information on

fining. They will also provide a legal update. Bobby Kilgore seconded the motion. **All in favor, motion passed.**

- F. Present for Adrian
 - Paul Klubek made a motion to spend up to \$400 to purchase a clock as a gift to Adrian Madhosingh for his service as Board President. Bill Demare seconded the motion. **All in favor, motion passed.**

VII. REPORTS FROM MANAGEMENT AND COMMITTEES:

- A. Financial Update
 - Bill Demare made a motion for amounts under \$10 on the aging report be written off. Jerry Campbell seconded the motion. **All in favor, motion passed.**
- B. Items of information-Attached
- C. Architectural Review Committee
 - 1) 14224 Clarendon – Windows – Approved
 - 2) 14224 Clarendon – Paint – Approved
 - 3) 14224 Clarendon – Gutters – Approved
 - 4) 5024 Paloma – Gable Paint – Approved

Paul Klubek made a motion to approve all ARC applications above. Bonnie French seconded the motion. **All in favor, motion passed.**

- D. Refer Violations to Attorney
 - None

IX. NEXT MEETING:


The next meeting of the Phase II Board will be held on June 25, 2024, at 7:00 p.m.

X. ADJOURNMENT:

There being no further business to come upon the board, Paul Klubek made a motion that was seconded by Diane Griesenbeck to adjourn the meeting at 8:30 PM. **All in favor, motion passed.**

Respectfully Submitted,
Rachel Wilton, For the Secretary

These minutes were approved on 26/06/2024.


pmkashford@gmail.com (Jun 26, 2024 11:17 EDT)

Signed Name

pmkashford@gmail.com

Printed Name






Agenda/05.28.24

Final Audit Report

2024-06-26

Created:	2024-06-26
By:	Dawn Archambault (darchambault@greenacre.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAuBXIbSRaINBGWhfJnxxdmM5mY4uQ-f41

"Agenda/05.28.24" History

-  Document created by Dawn Archambault (darchambault@greenacre.com)
2024-06-26 - 1:55:56 PM GMT
-  Document emailed to pmkashford@gmail.com (pmkashford@gmail.com) for signature
2024-06-26 - 1:56:00 PM GMT
-  Email viewed by pmkashford@gmail.com (pmkashford@gmail.com)
2024-06-26 - 3:16:00 PM GMT
-  Document e-signed by pmkashford@gmail.com (pmkashford@gmail.com)
Signature Date: 2024-06-26 - 3:17:13 PM GMT - Time Source: server
-  Agreement completed.
2024-06-26 - 3:17:13 PM GMT