**Sienna Forest Homeowners Association**

9/30/2021

7:00pm - 8:30pm

2797 Carlene Ct

**Meeting called by:** Kurt Ringo

**Type of meeting:** HOA board meeting

**Board Attendees:** Treasurer Maxine Holcomb, Vice President Leroy Holcomb, President Kurt Ringo, Secretary Caroline Shank

**Resident Attendees:** Susan Setterlund, Doreen Abbott, Jacob Tomlinson, Ryan Conner, Derrick Jenkins, Ron Butner

**Minutes**

**Agenda Item: Swale Project**

**Discussion:**

* Jim Johns, engineer with Solid Rock Engineering, presented his findings from inspecting the neighborhood swale.
* Mr Johns recommended that an underground drainage pipe be installed along with drainage grates to allow water to drain into the retention pond. This system would be expected to last for at least 30 years.
* It was noted that if Sienna Forest moves forward with these plans, St Johns River Water Management District would have to be notified due to the fact that such action would not be restoring the drainage system to the original plans from when the neighborhood was built. At that time, the intent was for the water to be routed into a drainage pond in another neighborhood, but this was never carried out due to changes in regulations and construction over the years.
* A motion was passed to request a detailed design proposal for the swale from Jim Johns/Solid Rock Engineering.
* Susan Setterlund raised the question of having fences temporarily replaced until the time that the swale can be permanently fixed. This will be looked into.

**Agenda Item: Finances**

**Discussion:**

* Finances were presented by Maxine Holcomb and are available upon request
* Total disbursements: $2,687.80
* Balance as of 9/30/21: $20,237.07

**Agenda Item: Resident concerns**

**Discussion:**

* Doreen Abbott raised a question regarding whether there was proper advance notification for several recent SFHOA board meetings.
* While every meeting has been announced in advance, either with signage or an email to residents, some residents have not seen the announcements. *Residents are encouraged to check their email spam for missed messages.*
* As noted in the previous minutes, the default date for SFHOA meetings is the final Thursday of each month, and notifications will go out by email in addition to a sign at the front of the neighborhood.
* Doreen Abbott and Jacob Tomlinson raised a question regarding whether the removal of Mr. Tomlinson as SFHOA president was done according to the by-laws of SFHOA.
* In the by-laws of SFHOA, Article IX Section 3 states:

*“Any officer may be removed by the Board with or without cause at any time. No officer has any vested right, privilege, or immunity with respect to any office. A resignation of any office need not be accepted to be effective. Vacancies are filled by Board Appointment.”*

* It was noted that the installation of Kurt Ringo as president and Caroline Shank as secretary, were measures taken by the Board to fill vacancies, per Article IX section 3. Both individuals will serve until the annual election at the end of this year.

**Agenda Item: Correction to minutes**

**Discussion:**

* The minutes from the SFHOA 8/10 meeting stated, “The contractor returned to fix the swale grade. The swale grade and plan was reviewed and checked with a laser level. It has the require grade that was originally submitted and accepted by the St. John’s water district when the neighborhood was created.”
* Minutes should have stated that when the contractor returned to fix the swale grade, the slope of the sides was **not** corrected to match the lasered level.