

Devons Glen HOA Board Meeting Minutes

Date: July 29, 2026

Time: 6:00 PM

Location: Pavilion at Suntree Masters Association

Board Members Present:

Kristin Runman, Dan Norfolk, Amy Rinehart

Board Members Absent:

Steve Marinaro, Kevin Fogg

1. CALL TO ORDER

Meeting was called to order at approximately 6:01 PM by Kristin Runman.

Quorum confirmed.

2. APPROVAL OF PRIOR MINUTES

The June 24, 2026 meeting minutes were distributed in advance. No corrections were received.

Motion: To approve the June 24, 2026 meeting minutes

Vote: Approved unanimously

3. TREASURER'S REPORT

Dan Norfolk reported:

- Operating account balance discussed
- Sixteen (16) homes currently delinquent
- Four (4) delinquent accounts remain in attorney collection processing
- One delinquent property is in foreclosure; amounts due to the Association would be addressed through the estoppel if the property is sold

The Board discussed sending reminder letters to owners whose 2026 assessments remain unpaid. Kristin Runman will review applicable requirements and collection best practices.

Additional financial and vendor matters discussed:

- ERS submitted a second invoice identified as May. Towers Management provided payment records and requested that ERS review the apparent duplicate billing.
 - The insurance renewal was initially quoted at \$7,058.19 and subsequently reduced to \$6,277.20 for the policy period beginning August 16, 2026.
 - The current policy will be forwarded for review and an additional insurance quote will be requested.
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4. ARC REPORT

No formal ARC report was presented, and no new ARC requests were discussed.

5. OLD BUSINESS

5.1 ERS Lake Monitoring Report

The Board reviewed the July 23, 2026 ERS lake maintenance report. The report reflected grass and algae treatment, trash pickup, and inspection. No cattail or lily pad treatment was performed, and the water level was reported as average.

No homeowners had volunteered for the Lake Committee.

During homeowner comments, information was presented that St. Johns River Water Management District and ERS personnel had found no significant erosion requiring action. The Board will seek written confirmation for its records.

5.2 Paint Color Committee / Paint Book Review

No homeowners had volunteered for the Paint Color Committee, and no additional committee progress was reported.

5.3 Entry Landscaping / Common Area Maintenance

The power washing project remains pending. Steve Marinaro was absent, and the Board agreed to follow up with him regarding contractor estimates. Homeowners also offered additional contractor contacts.

5.4 Palm Tree Replacement Discussion

The Board discussed replacement of missing palm trees. Replacement is not included in the 2026 budget; therefore, no replacement work was approved for 2026.

Additional estimates will be collected, and palm tree replacement scenarios will be considered during preparation of the 2027 budget.

5.5 Community Bulletin Board

A duplicate bulletin board key has been made. Kristin Runman will retrieve the key and provide it to the homeowner volunteer who offered to clean and repair the bulletin board. The need to post current meeting information was also discussed.

6. NEW BUSINESS

The Board agreed to begin preliminary work on the 2027 budget before the next meeting. Forecasting will include the insurance renewal and potential future palm tree replacement costs.

The Board noted that this was Kevin Fogg's third consecutive meeting absence and that his Board seat was vacant, leaving four current Board members.

The Board also discussed correcting the Association contact information maintained by Suntree Masters Association and ERS. Kristin Runman will resend the updated officer and contact information.

7. HOMEOWNER COMMENTS

- Lake conditions and communications with St. Johns River Water Management District and ERS
- Pressure washing of common areas and contractor recommendations
- Repair and updating of the community bulletin board
- Updating Association officer and contact records
- The current number of Board members and the vacant Board seat

8. NEXT MEETING

The next meeting date was not finalized during the meeting.

9. ADJOURNMENT

Motion: To adjourn the meeting

Vote: Approved unanimously

Meeting adjourned at approximately 6:27 PM.