



**VENTANA OWNER'S  
ASSOCIATION, INC.**  
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**BOARD OF DIRECTORS**  
President - John Buck  
Vice President - Bob Yonker  
Secretary - Cathy Cook  
Treasurer - Bill Ritter  
Director - Ron Fanelli

**ARCHITECTURAL  
REVIEW BOARD**  
Shirley Ebelink  
Tim Carter  
Jim Grimsley

**RECREATION/POOL  
COMMITTEE**  
Ron Fanelli  
Julie Shorrock

## MINUTES OF THE NOVEMBER MEETING of the EXECUTIVE BOARD of the VENTANA OWNER'S ASSOCIATION NOVEMBER 10 2020

Meeting called to order 7:00 pm by President John Buck  
Present: Bob Yonker, Bill Ritter, Ron Fanelli  
Excused: Cathy Cook

Pledge of Allegiance

Previous meeting minutes: Motion to approve- Bill Ritter; Seconded by Ron Fanelli

### COMMITTEE REPORTS

**Treasurer:** Bill Ritter reported on the financials:

13 month CD:	\$13,328.09
Reserve account	9996.81
VOA	9581.51

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**TOTAL** **\$32906.41**

Financials look good. Remaining expenses are: Insurance bill to come and will be the same as 2019. Storage unit will be decreased \$5 for 2021. CD matures November 22 and will remain untouched.

### The 2021 budget highlights:

All line items were discussed and adjusted at our annual budget meeting November 2. Less money for mulch and a little less for the storage unit. Costs for meeting space went down. We anticipate less for printing since we are making better use of email and we anticipate a new property management arrangement to eliminate some of the costs of office supplies and printing. The 2021 assessment will be \$435. Pool-exempt residents will pay \$369. A copy of the budget will be sent to residents in December.

### New property management.

We plan on hiring Advanced Property Management to handle financial matters for our community. Bill explained his job as Treasurer, for all intents and purposes will be reduced to reviewing figures and approving monthly reports. The ARB and JRC and Welcome Committees remain under the control of the VOA. Bill will remain as our Webmaster at least for a few months after the changeover of management. We will make this change September 1, 2021 and we will be paying \$700 per month for property management. That figure includes the \$200 we currently pay for monthly inspections and reports.

The budget was approved. John thanked Bill for his efforts in maintaining and managing our financials.

**Recreation Committee:** Ron Fanelli and Julie Shorrock, in their budget discussions and as our JRC representatives, discovered Ventana was dropped from the pool/recreation area liability insurance in 2017. This discovery set off alarm

bells and Ron, Julie and I attended the Ashwood Lakes monthly meeting the next day to discuss this oversight. It was agreed we would have permission to contact their property management company and/or insurance company for verification. It was determined Ventana could not be added to the existing policy, it was apparent we needed to procure our own insurance. Our attorney instructed John to authorize the JRC to close the pool to all residents of both communities until insurance was secured. This insurance went into effect on Thursday, November 5.

Representatives from both boards met at the pool on Saturday November 7 to discuss pool area issues and budgets. Prior to all the repairs and improvements undertaken in 2020, the pool and recreation area was a mess. John thanked Ron Fanelli and Julie Shorrock for their hours and hours of diligence leading the effort to bring the pool area up to the standards that our community deserves.

John noted the keys to the pool are no longer functional. The JRC has installed a proximity card system to open the gate. This card includes imbedded information of the property owner. New lighting, signage and a high definition video surveillance system are now installed. This should reduce the vandalism we've dealt with for many years.

On Saturday & Sunday, October 17 & 18, JRC reps handed out the new cards to residents. Proof of ID and a signature were required. Only 15 or so Ventana residents applied. John thanked Ron and Julie again for their work.

It was determined it would be in our best interest to have a separate insurance policy covering the pool area. Approximately \$300-350 that Ventana has been contributing yearly for pool insurance will not be paid from this point forward.

**ARB:** Chairperson Shirley Ebelink reported they have been very busy. The ARB has handled 50 requests to date for 2020, 124% of where we were at this time last year. They have issued 13 non-compliance notices. Response time average is 2.6 days. 34 owners have submitted requests during 2020, which indicates some residents are requesting ARB approval multiple times. One resident has had a new roof installed and has ignored the ARB request for approval. Board members agreed the resident needs to be contacted about the violation. John agreed he would make the contact via email or in person. Further action will be determined by the outcome of the contact. Bill suggested a strongly worded letter from the board might be appropriate. Contacting our attorney was discussed as an option.

John explained to a new resident handbooks are provided to all new residents. Shirley explained some guidelines for hurricane shutters. Bill encouraged Shirley to keep a paper trail for all ARB correspondence. Another issue regarding a request for widening a driveway was discussed and it was determined a driveway must not exceed the width of the garage. The owner must adhere to the existing rule of 2 cars in driveway per 2 car garage. The board gave approval to the ARB to establish and maintain their guidelines.

Maxine Bevins was applauded by attendees for her years of service on the ARB and Welcome committees.

#### **GROUNDS:**

John reported weeds and dead shrubs are being taken care of at the entrance and wall along Murrell Road. The new landscape bed at the entrance has now been planted with Crape Myrtles and Ixoras. Bill mentioned the funds for this installation were paid for out of our reserves.

John presented a new dog waste sign. We will purchase 4-6 new signs. Residents at the meeting related stories of impolite dog walkers with either unleashed dogs or in many cases, people from Ventana and other communities not picking up after their dogs.

#### **NEWSLETTER:**

Fourth quarter newsletter has been sent to residents. Seven email addresses are returned and need to be corrected.

## **WELCOME COMMITTEE:**

Ventana has welcomed many new residents in 2020. Luisa O'Lear and Pat DiPeppe have agreed to volunteer for this committee. Discussion revolved around whether renters should be officially welcomed and given mugs and a rule book. It was noted capturing contact information was very important. This information goes from the welcome committee to Bill, copied to John and APM.

## **OLD BUSINESS**

- Property management company; John will interview residents and our management company to determine if there are any problems. Retaining a property management company was discussed in detail earlier in the meeting.
- A fish kill occurred on retention pond #2. John explained this was a natural, but unfortunate occurrence. We may need to restock the pond.
- Lawn sign rules: Bill read the Article and Amendment describing the lawn signs allowed or not allowed.
- Ballots for the 2020 election of a board of directors will be mailed before the end of December. John noted any resident in good standing is eligible to be included on the ballot.
- John related his communication with the City of Rockledge regarding the fast response time and good work completed by Rockledge Dept of Public Works. They repaired some uneven sidewalks within days of our request. John received a thank you in return from the cit manager.

## **OPEN FORUM**

Discussion ensued about the new lighting and how Ventana has retained its property values because our community looks good.

Meeting adjourned 8:03 pm.

## **Resident Attendees:**

Luisa O'Lear  
Maxine Bevins  
Shirley Ebelink  
Julie Shorrock  
Lorenzo Battle  
Patricia DiPeppe  
Gene Kaminsky  
Joe Skowron  
Deborah Morrow