GLEN OAKS MANOR

Homeowners Association

Newsletter

Volume 34 Number 1 Jan-Feb 2014

PRESIDENT'S REPORT

Happy New Year! It has been my privilege to have served on the Board as President of the Glen Oaks Manor Homeowners Association for yet another year. I want to thank the Directors and all of the homeowners for your encouragement and cooperation over my tenure. In the past year the Board and all of the volunteers have worked exceptionally hard to accomplish significant improvements to our community.

It is important to understand that every Board Member and every Committee Member volunteers their time and efforts in order to make Glen Oaks Manor one of the best communities to live in. There are unmeasured efforts behind the scenes that few know about until they come to the forefront. These people work tirelessly for the betterment of our community and I would like to thank them for all of us. This year we have started the new cycle to paint four clusters each year for the next five years. It would be hard to say we haven't seen the endless effort to keep our community the most beautiful in Sarasota. But the "behind the scenes" efforts are just as important, so we try to keep everyone informed through our Newsletter (which, by the way, is no small task). A special thank you to Edie Kaplan for the enormous task of putting together our Newsletter and the website. She has single-handedly made the paper virtually pay for itself in advertising, so please be sure to check our paper before hiring. You may be able to use a business that supports our community.

As we come to the end of another year, I would like to remind everyone to keep **Saturday, February 1, 2014**, open for the **Annual Homeowners Meeting**. Our meeting will be held at **10:00 a.m.,** across the street at the Faith Presbyterian Church located at the northwest corner of Beneva and 12th Street. We hope all homeowners will be present for this Association business meeting. In order to conduct business there must be at least 60 homeowners present, either in person or by proxy, and I would like to ask everyone to make an effort to attend or send in your proxy. Without the 60 required respondents the meeting will have to be rescheduled to a later date at an additional expense to the Association.

This year we are going to have a **Meet-and-Greet** with coffee and donuts before the meeting, beginning at **9:00 a.m.** So come early and meet your neighbors and Board Members before we get down to business. We are also going to have the new handles for the window/atrium/pool louvers on display.

(*continued page 3)*

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Glen Oaks Manor Board of Directors March 2013

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Janet Stockwell, Villa 10
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jissarfl@aol.com

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Secretary/Communications
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941-365-2185 or 941-954-4454
wmtidmore@aol.com

Landscape Chair
TBA

Maintenance Chair
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FAX: 941-921-2254
Bridget Spence
bspence@caseymanagement.com

2013 Board Committee Members

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Lon Ladwig (Villa 159)
Peg Tams (Villa 35)
Marcia Wood (Villa 19)
Phyllis Woodroof (Villa 25)

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LaVern Handschuh (Villa 70)
Edie Kaplan (Villa 104)
Howie Kaplan (Villa 104)

Landscape Committee

TBA, Chair
William Byers (Villa 6) *
(941-957-6427)
Bob Lewis (Villa 53)
Gloria Lowe (Villa 168)
Randy Orde (Villa 145)

Maintenance Committee

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Jim Frankford (Villa 157)
Bob Littlefield (Villa 17)
Ray Stockwell (Villa 10)

Nominating Committee

Ella Williams, Chair (Villa 78)
Randy Orde (Villa 145)
John Vogel (Villa 106)

* Irrigation

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(*continued from page 1)*

The Board has set a time for approval of the 2014-2015 budget and a preliminary proposed operating budget, along with an estimate of the 2014-2015 Maintenance Fee, will be available prior to the Homeowners Annual Meeting. The new budget will then be approved at the next regular Board of Directors Meeting following the Annual Meeting. This will give you a chance to review the proposed budget and provide feedback to the Board at the Homeowners Meeting, prior to adoption of the budget. We regard this as more involvement for you in the budget process.

As part of this budget, the Board has reviewed the Reserve Account to ensure that future infrastructure projects are adequately funded. This account provides the funds required to replace infrastructure items such as storm water drains, roads, lights, villa painting, perimeter wall maintenance, etc., that are not part of the annual operating budget.

We will also be voting on new Board Members. The terms of Sandra Kennedy as Vice-President, William Tidmore as Architecture Chair, and Steve Levine as Maintenance Chair will expire in February. The position of Landscape Chair is also open due to Mike Roberts' resignation. I am sure we would all like to give these dedicated members of our community a big "Thank You" for their outstanding service these past two years. Members who will continue their terms for another year are Janet Stockwell, President, Nancy Dillard, Secretary, and Robert Zinn, Treasurer. Our Association could not operate at the current low monthly maintenance fee or conduct Association business efficiently without a full Board. At this moment, we are still searching for replacements for the retiring Board Members, so if you can spare a few hours a month, please consider serving our community in this important area.

One final call for volunteers, if you would like to assist at the annual meeting on February 1, 2014 with the homeowner sign-in process or act as an election monitor for the vote counting, please contact Bridget Spence or Janet Feliciano at Casey Management, 922-3391.

Janet Stockwell
Board Member and President

SECRETARY/ COMMUNICATIONS REPORT

I hope everyone had a wonderful holiday season and is ready for an exciting new year. Our Annual Membership Meeting will be held Saturday, February 1, 2014, at 10:00 a.m. at Faith Presbyterian Church, 1201 North Beneva Road (Beneva & 12th Street). We will have coffee and doughnuts available at 9:00 a.m. so you can meet and greet your neighbors prior to the business meeting. We have a full agenda, so I hope everyone can attend. If not, please remember to send in your proxy to ensure we have a quorum.

At the top of my New Year's resolutions is more healthful living, which is a topic I'm sure I share with many of you. So, in this issue of the Newsletter, we're introducing a new recurring article: **Health and Wellness Workshop** written by **Edie Kaplan**. I hope you all enjoy it.

A reminder to all that estate and moving sales require advance authorization and payment of a $25 fee. See the GOMHA website Bulletin Board page or contact Casey Management.

Last but not least, please consider serving on the Board of Directors. We have four vacancies that constitute a majority of the Board. For the last few years, the Board has met in the late afternoon of a weekday. This is not set in stone. After elections, an Organizational Meeting is held with the new Board to vote on officers and to determine a meeting time agreeable to all. If you are willing to volunteer time to continue to maintain and improve our community, please contact Casey Management at 922-3391. Your talent and leadership are needed.

Nancy Dillard
Board Member, Secretary and
Communications Committee Chair

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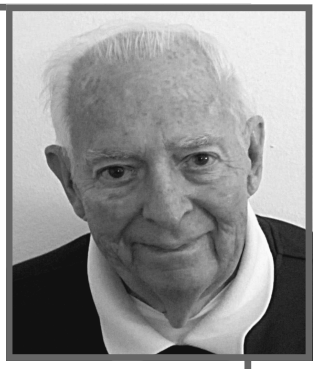

Treasurer's Report
Glen Oaks Manor HOA, Inc.
October 31, 2013

FINANCIAL STATUS

ASSETS:
Operating Cash Accounts: As of the **7th month** ended October, 2013, **GOMHA** has a balance of **$58,210** in the **Operating Cash Account**, of which **$25,019** is in a **Money Market Account.**

OPERATING EXPENSES:
The association is **($18,217) over the 7 month budgeted allocation.**

The following is a breakdown of expenditures by category:

Category	Fiscal Year to Date Expense October 31, 2013)		Amount over (-) under (+) Budget
Administrative	$ 26,261		$ + 293
Utilities	9,343		- 2,343
Grounds Maint.			
Landscape Restoration	24,582		- 7,062
Maint. & Repairs	10,314		- 4,480
Irrigation Repairs	20,000		- 8,334
Tree Trim & Removal	4,902		- 1,985
Other Accounts	74,659		+ 5,616
Building Maintenance	8,456		+ 78
Reserve Fund	115,502		0
Total Expenses	**$ 294,019**	**Total Over Budget**	**$ - 18,217**

NET OPERATING INCOME (LOSS): ($14,375). Expenses less maintenance reimbursements, newsletter advertising and other miscellaneous income.

RESERVE CASH ACCOUNT: As of the end of October 2013, GOMA has **$420,168 in the Reserve Cash Account,** of which **$ 235,273** is in a **Money Market Account.**

Expenditure Comparisons with Annual Budget

Category	Expenditures to Date	Annual Budget	% Expended
Administration	**$ 26,261**	**$ 45,520**	**57.7 %**
Utilities	**9,343**	**12,000**	**77.8 %**
Grounds	**134,457**	**202,650**	**66.3 %**
Building Maintenance	**8,456**	**14,629**	**57.8 %**
Reserve	**115,502**	**198,004**	**58.3 %**
Total	**$ 294,019**	**$ 472,803**	**62.2 %**

Robert W. Zinn
Board Member and Treasurer

SELLING OR RENTING YOUR UNIT?

We have a page on our GOM website (glenoaksmanor.com) where you or your agent can advertise at no charge.

If you're selling your unit, your agent can post the MLS flyer.

If you want to rent your unit, you can post availability date, monthly rent and your contact info. You and/or your agent can call Edie Kaplan, 941-953-7789, Monday-Friday 9 am—5 pm.

Please be sure to keep Edie posted when the home is sold.

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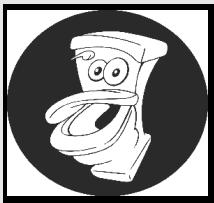

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Landscape Committee Report

Black Tie Tree Service has once again worked in our community and has done a terrific job of trimming our oak trees. We are on a recommended trimming schedule of every 18 months. This should keep us in line for a much less aggressive cut in the long run. Along with tree trimming, Black Tie will donate oak mulch to the Manor any time we need it, a great **free** benefit to our community.

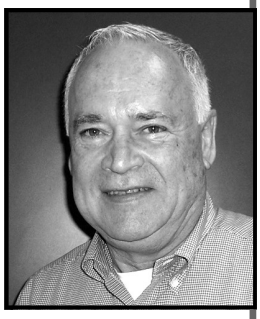
I have spoken with TruScapes to address issues with a few of our plants which seem to be struggling to stay alive/healthy. Their recommendation is to wait until frost threats are gone before we replace them. Young or new plants need warmer weather to survive, so waiting to replace old or dying plants will be a priority early in the spring. The same is true for lawns.

With many new owners and residents in the Manor, the Board would like to remind everyone that permission is necessary before residents plant anything on common ground. Our adopted **Landscape Standards** can be found on the GOM website or in our **Rules and Regulations**. If you are planning to plant or replace anything in front of the split rail fence, please contact **Casey Management** for an **Application for Planting Landscape on Common Ground** (or download same from the website). Once you have submitted this paperwork, it must be approved by the **GOM Board** before planting commences.

As most of you know, our Landscape Chairman, Mike Roberts, left the board when he and Charles moved from the Manor. If there is anyone in our community that would like to run for this position, please contact the **Nominating Chairman, Ella Williams** at 365-8288 or **Casey Management** at 922-3391.

Janet Stockwell
Board Member and Acting Landscape Chair

Architecture Committee Report



We would like to welcome **Phyllis Woodroof** as a new member to the Architecture Committee. As a local realtor, Phyllis will be a valuable resource to our committee.

The Architecture Committee has been working on several important issues in the past months.

Replacement parts for our current louver mechanisms are no longer available. A machine company has been working on developing two new prototype replacement mechanisms. One mechanism for the louvers with windows and another for those louvers without windows (i.e., pool louvers, atrium louvers, etc.). Once these prototypes have been tested for durability, they will be available for purchase from **Casey Management**.

The prototype louver system for the front guest bedroom has been installed on Villa 19 as of the end of December. This louver prototype is fabricated out of aluminum, is dark brown in color, has moveable louvers and is hinged on one side to allow egress and makes cleaning this window easier. This has been a long process with a great deal of research involved, but hopefully we have found a solution to this front window louver issue. You may want to take a look at this installation in person at **Villa 19**.

The **Architecture Committee** has reviewed and made recommended changes to the **Glen Oaks Manor Architectural Standards**. Most of these changes were minor and explanatory and some were due to current Florida code requirements. We also grouped some areas under subheadings, such as Lighting, Doors, and Windows, and arranged topics alphabetically which will provide a more clear and concise document for homeowners reference. We encourage everyone to review this document **(available in the Annual Meeting Packet)** prior to the general membership meeting.

William “Bill” Tidmore
Board Member and Architecture Chair

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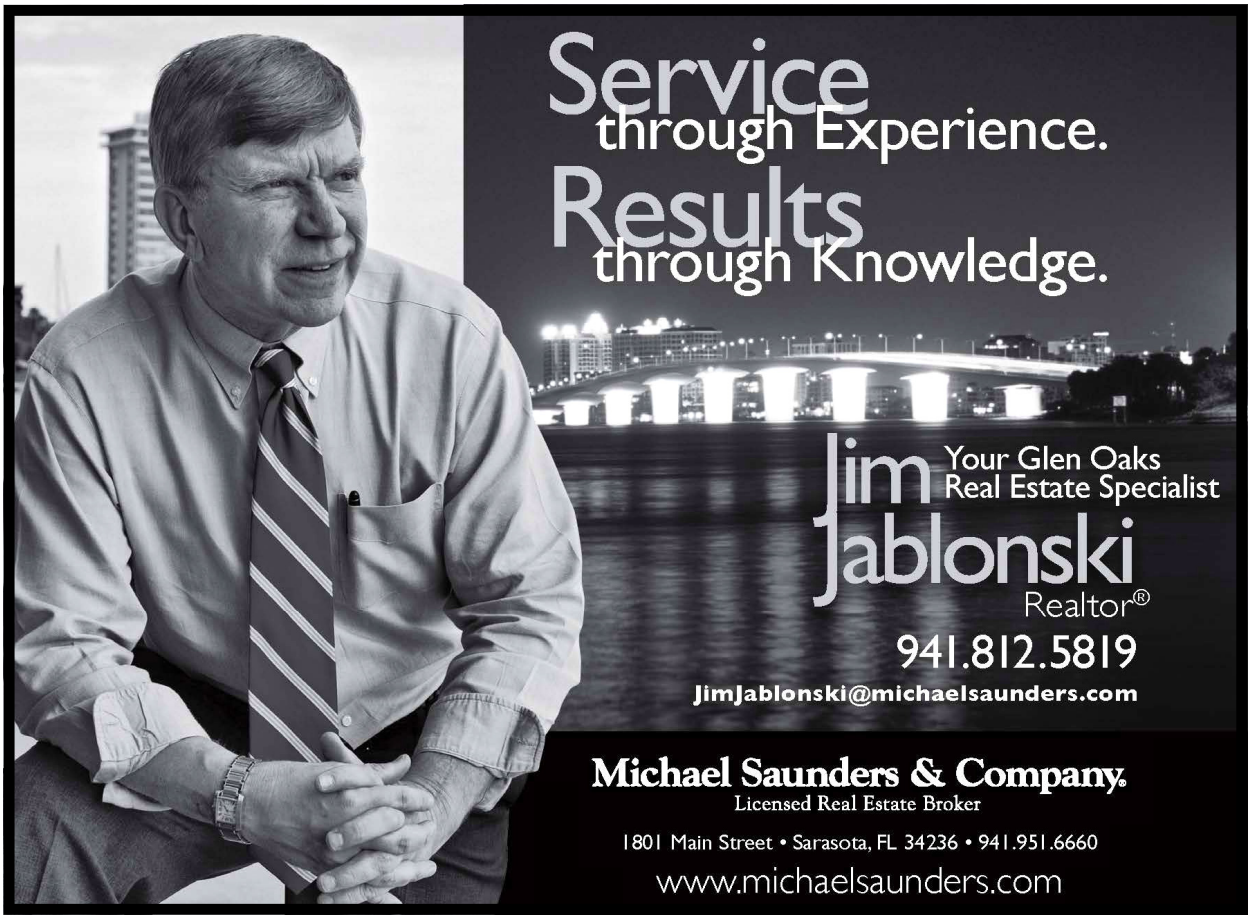

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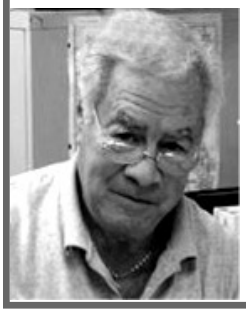
Maintenance Committee Report

The streetlights will be repaired, hopefully, by the end of the year or very soon after. There has been a primary line burned out from FPL to some of our transformers which will be repaired by FPL, although I am not able to ascertain when this will happen. There has also been one new transformer installed. FPL will replace any burned-out streetlight lamps (bulbs) at no cost to us because of a program they have in place, but if there is more than a simple lamp (bulb) replacement, we have to hire an electrician. We are in the process of having a new electrical contractor develop a service contract for such instances. We all have to continue to be patient, but the problem WILL be remediated.

The driveway pavement replacement and paver repair is almost completed. As soon as a driveway is repaired a new finial will go on top of the mail box post, and these will be installed even if the driveway is not under repair for the uniformity of the streets. Well done, Aldo !

Please note that only <u>one vehicle at a time</u> in line at the Beneva STOP LIGHT is allowed. Do not block the entrance from Beneva to either a left or right turn. As you wait for the stop signs, be aware of incoming traffic. And some folks still do not make a complete stop at the stop signs within GOM... so far we have been lucky.



Wishing you all a Happy New Year from the Maintenance Committee,

Steve Levine
Board Member and Maintenance Chair

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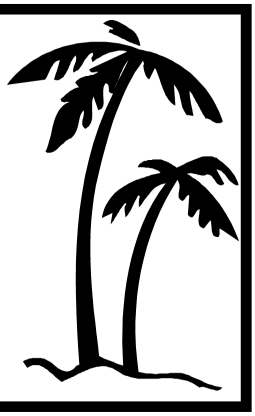

Home Maintenance Workshop

Water Intrusion

Recently one of our villa owners discovered water intrusion against his back living room wall. This is the wall adjacent to his neighbor's pool area. A contractor first checked the roof and underlayment, but discovered no leaks. There was also rotted fascia which was repaired but the water intrusion continued. The source of the water intrusion was finally discovered to be a small 1/2" hole on the top of the neighbor's concrete block pool wall. The water and mold damage resulted in extensive repairs to the homeowner.

The solution was a thorough caulking of the area where the water intrusion occurred. The photo here shows the preventive caulking one homeowner has done to the top area and corners of this partial pool wall… the side adjoining the neighbor's wall and the side abutting to your kitchen area. It is worth the effort to check this partial wall for cracks or gaps before there is a problem.

If your villa is scheduled for painting next year (or you are planning on replacing your pool cage soon), this would be a good time to perform this preventative maintenance prior to the scheduled painting cycle.

Burt Gloor, Villa 153

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To report a missing person, or if you have information pertaining to an active Silver Alert, please call your local law enforcement immediately; do not wait. Florida's Silver Alert is for cognitively impaired individuals who become lost while driving a car or lost while on foot. Silver Alert is a plan to help local law enforcement in the rescue of missing persons who have a cognitive impairment, such as Alzheimer's disease or dementia. Through the use of dynamic message signs along Florida road-ways, Silver Alerts are broadcast to the public. When the missing person message is announced, the family will be contacted by a local Memory Disorder Center for follow-up support and services.

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Message from the Vice President

As we enter into the new year, I would like to take a moment and thank our volunteers at Glen Oaks Manor, especially our **Street Captains**. They provide an extra measure of comfort to those of us who are away during the year just knowing that someone is able to contact us in the event of an emergency at our home. If you haven't given your Street Captain your information, please do so. While the first call would always be to emergency services, your Street Captain would also then be able to notify you. Please take a moment to call or email them to let them know when you will be away. And don't forget to let them know you appreciate their efforts!!

This year we plan to serve refreshments prior to our annual meeting and I would like anyone who is interested in helping to please contact me at 228-3203 or skennedy139@gmail.com. It has been an honor and a pleasure to serve you this past year.

Sandra Kennedy
Board Member and Vice President

RECYCLE THE RAILS

Place a call to **Bridget Spence, Property Manager, 922-3391,** to let her know you have removed the rails from your split rail fence (see the Architecture Standards) so that Aldo can pick them up and use them elsewhere. Please!

Remember to recycle the rails.

NOTE: If you subsequently replace the rails in the future, it will be at your own expense.

Health and Wellness Workshop

By Edie Kaplan, Villa 104

Many words are written in January about keeping those New Year's resolutions, turning over a new leaf and taking better care of ourselves. Most of us are sincere when we make these promises, but after a few weeks we usually slide back into our old habits.

So where do we begin when we want to address our health and wellness? This can begin with some serious soul-searching. We might ask ourselves a few questions to clarify what we need, want and are capable of.

These questions might include:

- How strongly do I feel about my health and wellbeing?
- What am I willing to commit to in order to feel good?
- Why will this make a difference for me?
- When should I start my quest for better health?
- What can I use as a strong motivator to stay on a healthy track?
- Do I need to address any issues that might derail me from my new search for wellness?
- Should I rely on friends / family for support?
- Do I need to turn to a professional for assistance?
- What can I afford in the way of nutrition, exercise and clarification of my thinking about my health?
- How much do I want to age in a vibrant, healthy way and avoid the pitfalls of disease, disability and deterioration?

Edie Kaplan earned a B.S. Alternative Medicine, Everglades University in May of 2013, and is a Wellness Consultant/Health Coach while working part-time as a Certified Nursing Assistant..

Edie Kaplan, B.S., C.N.A.
Wellness Consultant and
Health Coach

If you would like to meet with Edie to discuss your concerns and questions and learn more, call 941-350-9356 or email Edie at ediesrq@verizon.net

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Featured Listing

3642 GLEN OAKS MANOR

GLEN OAKS MANOR, where there are no pet restrictions and the wind whispers through the huge live oak trees. Enjoy walks on the trails around the lakes. Glen Oaks is a private enclave of under 200 villas. This villa has over 1600 square feet boasting a split 2 bedroom floor plan and 2 bathrooms and 2 car garage. After you enter the large foyer, you will notice the high cielings and the sun-drenched private atrium that is shared by the living room and dining room. the L shaped kitchen overlooks your large private courtyard that includes your own personal swimming pool and covered lanai! One great feature is an extra wide and sturdy pull down cieling ladder to the attic in the garage with an abundance of decked storage. There is a new washer/dryer and a wonderful Jenn Aire range. Home is very clean and in great condition. Come make this wonderful villa and the Glen Oaks lifestyle yours. This property is listed at **$225,000**

Glen Oaks Manor

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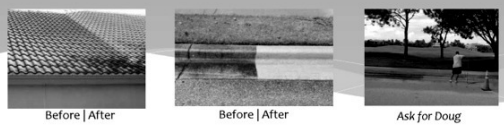

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MANAGEMENT CORNER

2013 Reflections from Management

As the year comes to a close I have spent time reflecting on the many recent changes in Glen Oaks Manor. I have decided to share the first three that came to mind:

1. Mike Roberts leaving his post as Landscape Chair. His tireless dedication to making Glen Oaks Manor one of the most well-manicured communities in Sarasota will forever make me smile when I see crotons.
2. Charles Gott turning in his records on the Reserve expenses and funds. Charles was so instrumental in starting the long-range planning program that will continue to be used for years to come.
3. Evelyn Holland and her visits to my office before her passing. Ms. Evelyn would bring me a peppermint every month when she came in to pay her fees (she just did not trust that postal system).

Mike and Charles… please stop by and see us often.
Ms. Evelyn, I think of you often... you are missed.

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Thank you, Edie Kaplan, Editor

PLEASE DO NOT PARK ON THE GRASS AND ASK YOUR VISITORS TO OBSERVE SAME. DAMAGE TO IRRIGATION PIPES IS THE HOMEOWNER'S RESPONSIBILITY. IF YOU ARE PLANNING A LARGE GATHERING, ASK ALDO FOR "KEEP OFF GRASS" SIGNS YOU CAN BORROW.

DOG OWNERS…

Please be considerate of your neighbors. If your dog suffers from separation anxiety, please leave him/her **inside** your villa rather than outside in the courtyard while you're away.
Thank you.

RESIDENTS CORNER

New Aluminum Louver Prototype

At the October board meeting I requested approval to replace all of my atrium wooden louvers with new dark bronze aluminum louvers manufactured by Mullet's Aluminum Inc. This approval was granted as a test case.

The new aluminum louvers present a nice clean look, do not require painting, will not rot or warp and drastically reduce the amount of weight on our louver mechanisms.

Besides the above advantages, I might also point out the cost saving. If I were to replace all fifty of my atrium wooden louvers with new wooden louvers the cost would have exceeded $1,200.00. The cost of the aluminum louvers, (without installation labor) came to just over $210.00. The only downside is they are screwed into the louver side clips which makes it difficult (but not impossible) to remove. In my opinion, this is a perfect solution for those of us with end unit atriums or pool area louvers which do not have a window behind it. Since this prototype will be presented to the Glen Oaks home-owners for a vote at our general membership meeting in February, I hope that all homeowners will vote for approval as an alternative to wood louvers on these end unit openings. They could also be used on living room and garage louver/windows, but this would make cleaning of the window difficult.

Burt Gloor, Villa 153

MEET THE NEWEST MEMBER OF THE CASEY MANAGEMENT TEAM

Janet Feliciano was born to American parents in Monterrey, Mexico and grew up in Miami, Florida where she obtained her B.S. in Hospitality Management at Florida International University. Her first assignment from University was at the 1984 Summer Olympics in Los Angeles, California with Volumes Services Corporation. She was part of the management team responsible for servicing the Olympic Coliseum during the opening and closing ceremonies, the track and field events and the boxing venues. Janet has been in the service industry ever since.

Janet writes: “I have lived in Sarasota since 1989 and in the same home for 21 years. While raising three amazing daughters I have owned, operated and sold a liquor store and flower shop. In March of 2004, I went back to work in the corporate arena for the Hyatt Corporation. Throughout the last five years in the Hyatt engineering department I focused on departmental service essentials, oversight of the preventative maintenance programs, and project/ vendor management, when Casey Condominium Management scooped me up.

Additionally, I am a softball mom (youngest is captain of the SCF Manatee Softball Team), have an Aussie Shepherd named Cody, three cats and a fish named Basil. I am a member of the Junior League of Sarasota, love learning, gardening, cooking, traveling and exploring our incredible back yard called Sarasota!!

I look forward to being of assistance to all the folks in Glen Oaks Manor and thank you for the opportunity to be of service.

Respectfully,

Janet Feliciano, LCAM

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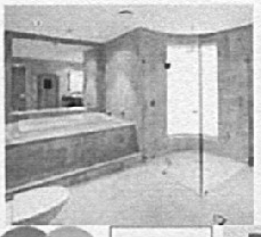

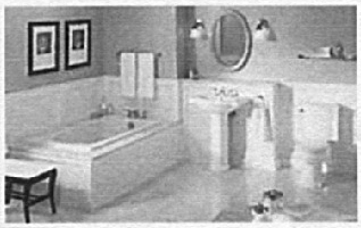

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This Newsletter is issued five times per year from September through June by the Communications Committee of the Board of Directors of the Glen Oaks Manor Homeowners Association.

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