

May 25, 2026 CEHA Board Meeting Minutes

Meeting called to order by the president at 7:00 pm

Roll Call of officers present : Keith Kotch-pres, Greg Johnson-sec., Bernie Barstow-VP, Denyse Demner-treas.,
Rachelle Lucas-at large mbr.

A quorum was determined with 5 board members present.

Other members in attendance: Sheila Johnson, Cathy & Jack Bauman, Barbara LaGrossa, Ron Landires, Elsie Brady, Scott Demner, and Lynda Garvey.

A motion was made by Bernie Barstow to read the minutes of the last HOA meeting of April 25, 2025; the motion was seconded, and unanimous vote to approve; the minutes were read. No discussion of the minutes followed.

Treasurer's Financial Report: Beginning Balance: \$14,370.14; total income: \$6570.00; less total expense: \$5458.75; the Net activity was +\$1111.25; thus an ending balance was \$15481.79. There was a brief discussion of current past dues of members as of May 25, 2026: two member payments were collected the following day, thus eleven (11) members remain past due, totaling \$1100. There was a motion to approve the treasurer's report, it was seconded, with a unanimous vote to approve.

The CEHA board secretary will be mailing out Second Past Due Notices to those eleven members.

President's Report: no report was given

Old Business:

1. The board's estoppel fee policy was restated to be the maximum allowable by Florida State law, with CEHA currently charging \$150 for normal service, and \$200 for service requiring special attention, and the CEHA treasurer will provide guidance.
2. The exterior brick wall of the development came up for a report by Keith Kotch. Keith reported that he contacted several home owners in 2025 that had backyards adjoining the wall, and progress was made in removing vines, vegetation, and woody growth from the lattice brickwork. At present it appears that there is minimal vegetation growing in the lattice work.
3. It was reported that the palms in the front island and the four palm tree owned by the CEHA just outside of the entrance to the development were trimmed at a cost of \$795.

New Business:

- There was a discussion of the upcoming fall meeting of CEHA when the election of officers will be held.
President Keith pointed out to the meeting attendees that there was a high likelihood that there would be at least two, possibly three openings; namely President, Vice President, and Secretary.
- Keith described a partially dead tree in the cul-de-sac across from his house, and the need to get a professional opinion as to the best way to proceed. Keith and Greg volunteered to contact the tree service company that just worked on the development's front island, and secure an estimate of possible costs, then report back to the board before proceeding.

- Denyse Demner gave the board an update on CEHA establishing a low cost website. At present, there are two ways to proceed: one would be to set up an HOA website that uses (4) email addresses assigned to board officers by their titles, and (!) general HOA email assigned to CEHA. All CEHA members would be able to communicate with any board member, and each board member would still have a degree of privacy because their own private email addresses would not be involved. The second website would have more features, and possibly a higher initial price, so right now Denyse said she needs to work out some issues with technical help from Rachele Lucas. The plan is provide an update to the board on a recommendation of one of the proposals.
- The CEHA board was requested by Mr. Ronald Landires, a CEHA member and homeowner residing at 1744 W Cheryl Dr. Winter Park, FL. 32792; to approve his plan for erecting a new building addition that will be attached to the rear wall of his present residence. (Legal Description: Lot 12, Book 21, Page 86, Parcel 25-21-30-504-0000-0120)
The CEHA board agreed to consider this request per the current revitalized and restated Notice of Restrictions on Real Estate dated & recorded December 10, 2016, that also identified CEHA as the entity responsible for review, approval and enforcement.
Mr. Landires provided to the board detailed building drawings, floor plans, and architectural plans; and answered all questions that were brought up.
Pursuant to Paragraph 6. of the current Notice of Restrictions on Real Estate, the CEHA board found that Mr. Landires was in conformity with and in harmony of external design with the existing structures in the property.
A motion was made, seconded, and approved in favor of Mr. Landires's request for approval.
- President Keith Kotch recognized Cathy Bauman (CEHA member), and gave her an opportunity to express her frustration that certain CEHA board functions & activities were not happening per the current Carolyn Estates Homeowners Association By-Laws. After all members and board officers were allowed to express their thoughts, President Keith Kotch pledged to return the CEHA and the board to following all of the Association's by-laws.
One idea that received a lot of discussion was the need to rewrite many of the CEHA's by-laws, and Cathy Bauman and Lynda Garvey said they both wanted to very involved when a committee was formed.
- After all new business was addressed, there was a motion to close, it was seconded, with a unanimous vote to close.

A time and date for the next CEHA meeting was not set, but Keith said he would be contacting all board members for setting a future date in September. Denyse suggested that perhaps holding a "virtual" board meeting might be a possibility, but there was no further discussion on that idea.

There was a motion to adjourn, it was seconded, and passed unanimously.

Meeting was declared adjourned at 9:36