Minutes of the Neighborhood Captain Forum – January 11, 2024

The meeting was called to order at 2:05pm by Janet Nolan, Chair of the Neighborhood Captains Executive Committee. Nineteen (19) Neighborhood Captains and/or Assistants to the Captains were in attendance. Marie Sepe, NCP Board Liaison and HOA VP, and Shari Frisinger, Chair of the Elections Committee, were introduced.

1. Janet announced the 2024 NCP Executive Committee - Helen Koonz, Leslie Lorenz, Lorie Pearce, and Scott Svihula. A special thank you was given to Susan Godlewski for all the years of service.
2. A motion to accept the November 9, 2023, NCP minutes was made by Helen Koonz and seconded by Adam Miclette. All in attendance agreed, and the minutes were accepted.
3. Reflections reminder
    a. March 2024 Reflections deadline is January 27, 2024.
    b. Neighborhoods that signed up for this month include Terra Vista South, Vittoria East, and Treviso
    c. Scott Svihula noted that plenty of openings were available for 2024 and to sign up after the meeting.
4. Announcements – presented by Janet Nolan
    a. All effort must be made this year to participate in community parades. This helps advertise and market the Captain's Program and helps recruit future Captains. Even if it is just one cart with the neighborhood sign, please consider taking part. Visibility is important for the program.
        i. The next parade is on 02.13.2024 for Mardi Gras
    b. Bingo is ongoing work to address all areas of Polk County requirements. On 01.19.2024, a meeting will be held to discuss this topic further. More work needs to be done. Until we are ready to go, no more bingo can take place, even if it is free for donated prizes. This goes for all games of chance. For example, raffle tickets, 50/50, bunko, etc.
    c. Election Meet and Great to take place in the ballroom on 01.24.2024 from 16:00-19:00. Five (5) volunteers will be needed. Keep an eye out for a sign-up email to come from Janet. The last meet and greet had too many volunteers.
    d. Please be sure to get out either a newsletter or email at least once a month.
    e. Please check your emails at least once per day. If you are traveling and not able to check please alert the EC and Janet.
    f. Encourage residents to attend or watch the HOA Board Meetings. Add a note about this in your newsletter or monthly emails.
    g. There is one sandwich board available, and it was decided it will go to Portofino West.
        i. A comment was made that the letters, based on usage, may only last a year or so and may need to be replaced.
    h. Weekly News Blasts are on hold for the near term.
5. Shari Frisinger gave an update on the Election Progress and answered questions.
    a. Please see HOA email for details – https://us12.campaign-archive.com/?u=95892826fadfb010de9fe84b2&id=73883221c1

   b. Voting will take place from Noon 02.02.2024 to Noon 02.09.2024. The online voting portal will not open until then, and paper ballots cannot be dropped off until then.
   c. All candidates must go through a background check with Evergreen, specifically looking for felonies.
   d. There will be a year-long push to have residents register for electronic communication and voting.
   e. It was discussed and decided on by the Captains to use our sandwich boards during election week to state – 02.02 to 02.09 HOA Elections – Please Vote!
   f. Emails will be sent out from Rudy and will be forwarded by the Captains.
   g. It was discussed that a Village Drive street sign, which we do for all the social events, should be hung during election week, stating – HOA Election Week – Please Vote!
   h. It was discussed we could include the election electronic consent forms in the welcome packet. Future discussion is needed.
6. Marie Sepe was in attendance to answer questions from the Captains
   a. Floralawn
      i. A question was asked about the Floralawn situation and RFPs for their replacement.
      ii. Please refer to the email blast that went out about this topic and about the RFP process. That email, along with the links [also posted on the HOA website], shares all the details and information that can be shared.
         1. Floralawn request to terminate contract - https://us12.campaign-archive.com/?u=95892826fadfb010de9fe84b2&id=6f8e52c5a0
         2. Landscape RFP - https://us12.campaign-archive.com/?u=95892826fadfb010de9fe84b2&id=6f8e52c5a0
         3. The January 16th HOA Board meeting zoom includes a discussion on this topic as well - https://youtu.be/VN_txEJR1eM
         4. Solivita Vice President's Report January 16th has additional details https://files.ctnfileupload.com/AdminImages/20240124162540.pdf
   b. Valencia North Captain asked if there was a better way to advertise the HOA Board meetings online and with social activities. Further investigation is required,
   c. Bella Viana Captain asked if the HOA Board meetings could be moved to a better time later in the day to allow those who work and in social clubs to attend. However, getting use of the ballroom for the meeting is challenging during that time.
7. Open Agenda
   a. Richard, Finance Liaison, mentioned thinking about what we want as a group to purchase and have for the 2024 fiscal monies that are available.
   b. Bluestream is currently not in the facilities as this is a different contract with Lifestyles and Taylor Morrison. The plan is to have them cover these areas, but it is a different business entity. Because of this there is no Solivita Bluestream channel currently.

A motion to adjourn the meeting was made at 14:05pm by Adam Miclette and seconded by Helen Koonz.