

# Marshes at Lanceford Homeowners Association

## Board of Directors Meeting Minutes

At 96343 Windsor Drive and on GoToMeeting  
April 24,2025, at 6:30 pm

### BOARD MEETING DRAFT MINUTES

#### BOARD MEMBERS PRESENT

President: Leslie Boette  
Vice President: Ashley Powell  
Secretary: Heather Abdulameer – not in attendance  
Treasurer: Patrick Orr  
Director at Large: Susan Whelton

#### ASSOCIATION MGMT

Jackie Maderski

#### I. CALL TO ORDER AND ESTABLISH A QUORUM:

President Leslie Boette called the meeting to order at 6:30 p.m. and there was a quorum present as list above.

#### II. APPROVAL OF PRIOR BOD MEETING MINUTES:

##### a. 1.23.2025 meeting

Pat Orr made a motion to approve January 23, 2025 , Board of Directors meeting minutes. Susan Whelton second the motion to approve. Motion passed unanimously.

#### III. MANAGEMENT/TREASURE’S: - Jackie Maderski

Jackie Maderski gave the Management report- see attached report **“A”**  
On March 15, 2025 – convert to a MMK \$10,000 of last year’s “surplus” retained earnings  
And to convert the 2025 Reserve \$7,500 contribution into a cd. A motion was made to do this by Pat Orr and seconded by Susan Whelton. Motion passed unanimously. Attached report **“B”**

#### IV. COMMITTEE REPORTS:

##### a. ARC-

##### 1. Appointment of Marc Levine as chairperson of the ARC.

Ashley Powell made a motion to appoint Marc Levine as chairperson of the ARC committee. Pat Orr second the motion. Motion passed unanimously.

##### 2. Declarations update plan- redo the ARC guidelines –

##### 3. New GCAM Contract impact – see attached email with specifics **“C”**

##### 4. ARC will start a “Fast Track” Approval process on straight forward applications.

Jackie will approve these applications but will notify the ARC committee of the Approval. She will do a spreadsheet showing each month the applications Received and the decision made of approved or denied. The spreadsheet will be

"A"

MARSHES AT LANCEFORD OWNERS ASSOCIATION, INC.  
April 2025  
MANAGEMENT REPORT

**ADMINISTRATIVE**

All invoices have been coded and paid appropriately.  
Past due homeowners were sent demand letters.

**Estoppel Letters Provided:**

None

**Welcome Letter mailed to new owners:**

No .

**Violations**

Drive through was done and no violations

**ARB Applications**

Received 1 ARB application and it was forwarded to the ARB committee to review on 4/24/2025

**Executive Matters**

Victory Landscaping beginning May 1, 2025.

**Balance Sheet**

Properties: Marshes at Lanceford Owners Association, Inc. - xxx Yulee, FL 32097

As of: 03/31/2025

Accounting Basis: Cash

GL Account Map: Marshes at Lanceford

Level of Detail: Detail View

Include Zero Balance GL Accounts: No

Account Name	Balance
<b>ASSETS</b>	
<b>Cash</b>	
<b>CURRENT ASSETS</b>	
FFB Operating Account	44,342.08 ✓
Marshes Surplus Money Market	10,000.57 ✓
<b>Total CURRENT ASSETS</b>	<b>54,342.65</b>
<b>Total Cash</b>	<b>54,342.65</b>
Marshes at Lanceford CD First Port	52,446.72 ✓
<b>TOTAL ASSETS</b>	<b>106,789.37</b>
<b>LIABILITIES &amp; CAPITAL</b>	
<b>Liabilities</b>	
<b>Total Liabilities</b>	<b>0.00</b>
<b>Capital</b>	
Operating Fund Balance	35,853.05 ✓
Reserves-General/Pooled	23,793.94 ✓
Calculated Retained Earnings	31,187.86 ✓
Calculated Prior Years Retained Earnings	15,954.52 ✓
<b>Total Capital</b>	<b>106,789.37</b>
<b>TOTAL LIABILITIES &amp; CAPITAL</b>	<b>106,789.37</b>

"A 2"

Operating Accounts 54,342.65  
Reserve 52,446.72  

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Total 106,789.37

**M@L Financial Management**

Les Boette <boettehoa@gmail.com>

Sat, Mar 15, 2025 at 1:44 PM

Draft To: Jackie Maderski <jackie1@galphincam.com>

Cc: "H. Abdulameer" <august114@msn.com>, Patrick Orr <patrick.orr@aol.com>, Sue Whelton <susanwnj@aol.com>,  
Ashley Powell <ashley.marsheshoa@gmail.com>

Hello Jackie,

The BOD has reached agreement that the following financial changes can occur at the current time.

1. Convert to a MMK \$10,000 of last year's "surplus" retained earnings ✓
2. Convert the 2025 Reserve \$7500 contribution into a CD →

xxxxx

As the year progresses the BOD may recommend / agree on/with further changes.

Les Boette

"C"

GCAM Contract

**M@L GCAM Contract Update**

Les Boette <boettehoa@gmail.com>

Fri, Feb 28, 2025 at 11:57 AM

Draft To: "H. Abdulameer" <august114@msn.com>, Patrick Orr <patrick.orr@aol.com>, Ashley Powell <ashley.marsheshoa@gmail.com>, Sue Whelton <susanwnj@aol.com>, marc levine <gamlevine@yahoo.com>, lynne pilkerton <lynnepilkertonart@gmail.com>, Julia East <juliaeast45@yahoo.com>

Hello All,

Today I met with JoAnne McCormick, President of GCAM, to go over the proposed management agreement.

Here are the highlights.

1. The management fee will be \$460 per month.
2. The management fee in 2024 was \$481.69 but they weren't charging \$100 per hour for ARC meetings.
3. In 2025 they will be charging \$100 per hour for ARC meetings.
4. Changed the contract language so that the BOD gets rosters "when requested".
5. Deleted a duplicate section on GCAM charges for attending miscellaneous extra meetings.
6. GCAM only needs to attend ARC meetings where a motion is to be made. We will be charged for this work.
7. We can reduce the number of such meetings by giving GCAM authority to approve the following:
  - a) Roof replacements with similar color and types of materials.
  - b) Sheds with a maximum of 100ft<sup>2</sup> area and not higher than 10ft.
  - c) Re-painting of homes with their existing colors.
  - d) Painting of homes with colors that have been pre-approved - We need to approve the current color book.
  - e) Other common requests
8. I think we can set up a fee of \$100 for approval of colors that are not on the approved list.
7. JoAnne will communicate to Jackie that the monthly Management Reports are to be sent monthly to the BOD along with the financial report.

Unless there are objections, I will be signing the new contract when received.

Let me know if you have any comments.

Les Boette

Posted on the website for homeowners to review.

**b. Property/Landscape Committee-**

1. Inspection – Maintenance update – chain on the dock was replaced.

The woodchipper was donated to the association by Paul Kicker Report **"D"**

**c. Social Committee** – Ashley Powell advised Les Boette that he should put a message **out** on the website for a volunteer to take over this committee.

**d. Amendment Committee-** see the attached memo

**V. UNFINISHED BUSINESS:**

**a. M@L HOA Organization Chart-** see attached flow chart

**b. Declarations draft changes/amendments**

1. "Master Plan" reference in the Declaration – see attached report **"E"**

**c. BOD objectives for 2025**

**d. New GCAM Contract review – done previously see attached report**

**VI. NEW BUSINESS:**

**a. Landscaping Contract- Victory Landscaping will begin the new contract on May 1, 2025 and is cheaper than the prior landscaping company. More was added to the specifications of job.**

**b. Blind curve sign – N/A**

**c. Any other business**

**d. -**

Amendment changes, money building

**e. Any other business**

No other business.

**VII. OWNERS FORUM:**

**It was brought to the attention of the board that docks were being used by non residents. Les advised that there are signs up saying that it was for residents only. asked homeowners to watch for non residents**

**VIII. NEXT MEETING DATE:**

Next Board of Directors meeting will be held June 26, 2025 @ 6:30 pm at 96343 Windsor Drive

**IX. ADJOURNMENT:**

Pat Orr made a motion to adjourn the meeting. Ashley Powell seconded the motion. Motion passes unanimously. The meeting adjourned at 7:40pm.

"D"

Marshes At Lanceford – Property Information and Inspections – REV2  
March 8, 2025

Flow	Group	Topic	Comment
	Irrigation	Located near Blackrock Monument and in Dublin Common area. Shut off by FPL. Systems irrigate only systems between road and sidewalks.	
	Pond Fountains	Adjust timers for daylight: 7AM to dusk. Two timer boxes on back of monument. Adjust every 3 months. Two electrical boxes for two fountains	
	Dock	The dock and furniture are in good condition. Some of the red / blue lights do not function. The furniture is secure. Replacement boards are stored onshore. Boette has a box of special screws for the all-weather boards.	Need spec for replacement boards - <i>Got Sample</i>
	Decorations	Boette has Christmas decorations for the monument.	
	Library	Installed	
	Benches	At Blackrock / Windsor and Ashford Ct cul de sac	
	Signs	Two speed limit signs at entrances Two HOA signs at entrances	
	Signs	Two dock signs	
	Signs	One "No dumping" sign One "Limited Parking" sign	
	Dock	Big black box floats are stored in the wooded common area (from non-M@L dock)	
	Dock	Maintenance – recommend ½" spacing for replacement boards. Use shims to eliminate the small step between old / new boards. William Powell is a dock builder.	
	Signs	Clean twice a year. Car soap. Back and front.	

**Marshes At Lanceford – Property Inspections Checklist REV1**

**Date of Inspection: 3/8/25**

**"D2"**

**Inspector: Les Boette**

Flow	Group	Inspection Topics	Status	Comment
	Pond Fountains	Adjust timers for daylight every 3 months: 7AM to dusk.		
	Dock	Dock walkway and main dock general condition	-	Walkway not level near main dock
	Dock	Furniture general condition	OK	
	Dock	Furniture securement	OK	
	Dock	Red / blue lights operation	-	Some not functioning
	Dock	Replacement boards storage organized	OK	
	Dock	Swing seat hardware condition	NG	Rusted – needs replacement
	Library	Check general condition of book boxes	OK	<i>Replaced</i>
	Bench	Blackrock / Windsor – general condition	OK	
	Bench	Ashford Ct cul de sac - general condition	OK	
	Bench	South Windsor Drive entrance – general condition	OK	
	Bench	Library area – general condition	OK	
	Signs	Check all signs for general condition Clean twice a year using car soap. Back and front.		
	Sign	Speed limit sign at south entrance	OK	
	Sign	Speed limit sign at north entrance	OK	
	Sign	HOA sign at south entrance	OK	
	Sign	HOA sign at north entrance	OK	
	Sign	Three dock signs	-	Needs cleaning
	Sign	One "No dumping" sign	OK	
	Sign	One "Limited Parking" sign	OK	
	Sign	Stop sign at north Windsor Drive entrance	-	Needs cleaning
	Sign	Stop sign at south Windsor Drive entrance	OK	
	Sign	Stop sign at Windsor and Ashford Ct.	OK	
	Sign	Marshes at Lanceford sign on front pond	OK	
	Com Area	Ashford / Windsor area	OK	
	Com Area	Dublin Ct area	OK	
	Com Area	JEA area	OK	
	Com Area	Library area	OK	
	Com Area	Back pond area / pond	OK	
	Com Area	Front pond area / pond	OK	

"E"

**M@L Kayak Storage Status - Per Nassau County Ordinance 2004-35**

Les Boette <boettehoa@gmail.com>

Fri, Mar 14, 2025 at 2:35 PM

Draft To: Jackie Maderski <jackie1@galphincam.com>, "H. Abdulameer" <august114@msn.com>, Patrick Orr <patrick.orr@aol.com>, Sue Whelton <susanwnj@aol.com>, Ashley Powell <ashley.marsheshoa@gmail.com>

Hello All,

Last year the Amendments Committee recommended that we change some wording related to the kayak storage unit from "shall" to "may". The HOA attorney questioned the legality of that change. She referenced the "Master Development Plan" on file with the Planning and Zoning Department of Nassau County.

I was tasked to get a copy of the Master Development Plan. It took me visiting 4 county locations to get to the right physical location. I ended up entering a "Records Request". I have gotten the information.

I received a number of documents, but the one of interest is the attached document Ord 2004-35.

Here is the interesting information:

- 1. Exhibit B - Drawing  
It shows a "park 2 / kayak storage unit"
- 2. Exhibit C - II. Specific Conditions - It discusses the following
  - A1  
0.98 acre Nassau County Public Park (in the common area behind Heather's and Sue's houses)
  - 0.28 acre park with kayak / canoe storage facility for private use
  - A3  
Indicates that the developer should have developed the 0.98 public park

M - Ownership and Maintenance  
1C Discusses: "prohibit the partition of any open space areas".

Bottomline is that we can't change any wording in the Declarations regarding the kayak storage unit without getting the county involved.

Les Boette

 **Ord. 2004-35.pdf**  
690K