

**Brandywine Homeowners' Association**  
**Board Meeting Minutes**  
**September 9, 2025**

**Call to Order:** The meeting was called to order at 7:00 PM by President Buz Underill.

**Board Members:**

President	Buz Underill	present
Immediate Past President	Justin Roney	absent
Vice President	David Bond	absent
Secretary	Jodie Hicks	present
Treasurer	Angela Taylor	present
Recreation	Syed Hussain	present
Director	Ron Reeves	present
Director	Jennifer Mecchella	absent
Director	Joseph Marsala	absent

The following homeowners were also in attendance: Gloria Pazel

**Approval of minutes:** May minutes reviewed.

- Ron Reeves made a motion to approve, Angela Taylor seconded; May minutes approved.

**Treasurer Report:**

- Cash - \$97k on hand
- Short list homeowners with late dues

**Committee Reports**

**Recreation:**

- Tennis courts complete

**Landscaping:**

- Ranger quote for trimming palms – pending more info
  - 258 trees
  - \$37.50/tree
  - Total=\$9k
- Mulch –
  - \$3800 for entrance to be completed after hurricane season (Florida Mulch)

- Jodie moved to approve, Angela seconded
- Parking
  - Ron getting estimate to haul off junk at parking area
    - Tires
    - Plastic from mulch bags
    - Abandoned dinghy boat

#### **Safety:**

- Chains replaced on bridle paths

#### **Architectural:**

- Nothing to report

#### **Equity Preservation Committee:**

- Carried to new business

#### **Old Business:**

No old business discussed

#### **New Business:**

1. Summary of Statute 720.305 (2) – HOA Fines

##### **CORE AUTHORITY & LIMITS**

- Homeowners' associations (HOAs) can impose **reasonable fines** or **suspend use rights** (like access to common areas) for violations of the governing documents, bylaws, or rules.
  - Fines generally capped at **\$100 per violation**, unless the HOA's documents allow a higher amount.
  - For continuing violations, the HOA may fine **each day** the violation continues, but the **total aggregate fine cannot exceed \$1,000** (unless the governing documents provide a higher cap)
  - **Fines under \$1,000 may not become a lien** on the property.

##### **PROCEDURAL PROTECTIONS**

- Before imposing a fine or suspension, the HOA must give at least **14 days' written notice** and offer a hearing before a committee of at least three members who aren't officers, directors, employees, or their close relatives.
- The notice must describe the alleged violation, state what needs to be done (if curable), and supply hearing details.
- The parcel owner (or affected person) can attend the hearing — even by phone or electronic means.
- If the committee **does not approve** the proposed fine or suspension, it **cannot be imposed**.

- After the hearing, the committee must notify the owner in writing of its decision (which fines or suspensions are approved/rejected, and how the violation may be cured).
- If violation is cured **before the hearing or within any prescribed cure period**, fine or suspension **must not** be imposed.
- Prevailing party in any legal dispute over the fine is entitled to **reasonable attorney's fees and costs** from the losing side.

## 2. Identified Violations

- a. Ostroff – 4735 Sugar Creek
  - i. Several violations identified, including landscape, irrigation, mailbox, construction > 12 mos
  - ii. Ron moved for board to provide violation notification and levy fines; Jodie approved
    1. To be notified via registered mail, regular mail and email of violations
- b. Dickinson – 4834 Sweetgum Place
  - i. Several violations identified, including landscaping, unauthorized fencing, fencing in disrepair, mailbox
  - ii. Jodie moved for board to provide violation notification and levy fines; Angela seconded
- c. Plato – 4787 Blackberry Dr
  - i. Violation- boat in driveway
    1. Decision made to provide notification via email.

**Adjournment:** Meeting adjourned by Buz Underill at 8:00 pm. Next meeting scheduled for October 14 @ 7:00 pm, 2420 Sweetgum Drive (Angela Taylor).