

**Hickory Creek HOA Board Meeting**  
**Meeting location:**  
**Watson Realty 13001 Atlantic Blvd, Jacksonville, FL 32225**  
**Tuesday, March 10, 2026**  
**Meeting Minutes**

Meeting called to order by President Justin Smith at: 6:35 pm  
 Roll Call: Quorum Yes - 6 members present  
 Per By-laws quorum consists of 5 of 9 Board Members in attendance

President	Justin Smith	Present	Term ends 2/2028	
Vice President	Lennette Hauver	Present	Term ends 2/2028	Approved minutes
Treasurer	Bev Hitchcock	Present	Term ends 2/2028	Approved minutes
Secretary	Sherri Mikell	Present	Term ends 2/2028	Approved minutes
Member at Large	Jill Smith	Absent	Term ends 2/2028	
Member at Large	Joel Johns	Present	Term ends 2/2028	Approved minutes
Member at Large	Jesse Pruett	Present	Term ends 2/2028	
Member at Large	Kevin Muire	Absent	Term ends 2/2028	
Member at Large	Lawyer Lewis	Absent	Term ends 2/2028	

**Committee Chair and Co-Chair's**

ACC Chair	Tom Frost Chair ( <i>absent</i> ), Scott Mikell Co-chair ( <i>present</i> ), Jesse Pruett ( <i>present</i> ) [all 3 Approved minutes]
Lakes Committee	Joel Johns ( <i>present</i> )
Web Master & C-Pac Rep	Nell DeCoursey ( <i>present</i> )
Welcoming, Social and Social Media Committee	Megan Torres ( <i>present</i> ), and Carlos Torres ( <i>present</i> ) [both Approved minutes] – confirming LeeAnn Rielly ( <i>absent</i> )
Neighborhood Watch Committee	Vacant
Social Committee	Combining with Welcoming and Social Media Committee

**Guests:** None

**Online Guests:** None

**Purpose of Meeting: Report activity of previous month and planning for upcoming months.**

**Notice Board Meetings are Recorded**

**ACC Report: Scott**

**Violations or Variances:**

Old: Old request – [redacted] – driveway widening approved in 2025, reapproved in 2026 – work pending

New: 1 new request submitted today – [redacted] - Rock Rose Lane - see below

**Variances Requests:**

- [redacted] –request to build a concrete and cinder block retaining wall along lake side of pond to prevent continued erosion– 145 feet long
- 5 votes approved; no dissenters
- **ACC Tom/Scott to follow up with homeowner by March 17<sup>th</sup>** – do site visit and then notify them of approval unless any concerns come up – complete details and pictures on ACC form for file

### Complaints/Updates Received during meeting:

- Misty Hollow [redacted] - pod container in driveway for extended period of time with no end date. **Justin is aware of reason (home fire) and will follow-up with homeowner by March 20<sup>th</sup>** to get timeline for removal.
- Misty Hollow [redacted] - pod container in driveway for extended period of time with no prior approval or end date. Justin is aware homeowner passed away. Lennette sees people going and coming from home on occasion. **Justin will contact occupants to understand plan and timeline for removal by March 27<sup>th</sup>.**
- [redacted] Lazy Meadow Dr N – boat in side yard – new homeowner – **ACC Tom/Scott will follow-up with homeowner to move boat behind fence by March 20<sup>th</sup>.**
- Justin to provide copy of lot number map for Board for 2026 – **Nell to add to the Hickory Creek website page by March 16<sup>th</sup>.**
- Misty Hollow – [redacted] – needs to be cleaned up – have received ACC letters in the past related to parking and lawn maintenance. Jesse and Justin discussed with them and issues were resolved. Potential for new issue related to general upkeep of front of house. **ACC Tom/Scott to review and discuss any next steps.**
- ACC has not issued a fine in the neighborhood in a long time – need to bring process up to date and reinstate ACC Fines Review Committee – Implemented 4/26/18. See attached.

### Committee Reports – start 6:52pm

#### Secretary Report: Sherri

1. Review of the February 11, 2026 Board Meeting minutes – No minutes submitted from Leanne for 2/11/26 meeting.
  - a. Have minutes from February 17 Board meeting and 2026 Annual meeting
2. 6 motions that the board accepts the 2/17/26 minutes as presented, no dissenters
3. Motion to accept the Secretary's report as presented – **Approved**

#### Treasurer's Report: Bev

- Review of the Treasurers Budget report dated March 9, 2026 for February month ending
- 6 motions that the board accepts the February 2026 Treasurers report as presented; no dissenters
- Motion to accept the Treasurer's Budget report as presented – **Approved**
- \$30.50 bank fee noted – exceeded number of deposits and checks for month – one time exception
- Filed annual report and paid fee (\$61) – Sunbiz – filed the week of 3/2/26
- Need to file annual taxes - TBD

#### Lakes Committee: Joel

- Lakes look good overall
- Water levels down
- Yellow pollen and blue pond dye – combining to make green effect – no algae yet too cold
- Carp stocking – waiting on FWC inspection – takes up to 90 days – have until mid May for inspection and Carp restock
- Fish bars on all weirs

#### Website: Nell

- No updates on website

#### Welcome, Social and Social Media Committee: Megan/Carlos -

- [redacted] Lazy Meadow Dr N – [redacted] – new homeowner – **Megan/Carlos to meet new neighbors and deliver covenants and welcome pack by March 20th**
- **Megan to follow up with Leanne to understand her interest in role by March 27th**
- **Megan and Carlos working through potential website replacement tools (i.e. GoDaddy) – will have recommendation by April 14<sup>th</sup> Board meeting.**
- Process for new members – once property sells and is finalized, Treasurer Bev, will send new neighbor info to Megan/Carlos to initiate welcome process to include confirming with new neighbors if we can welcome them publicly on page including name and address

- Megan meeting with Roseanne as former Welcome Committee lead for more details and ideas
- Nell added two new admins on Facebook (Megan and Carlos)

## HOA Monthly Business Schedule

### This month:

- April community yard sale – **3rd Saturday in April – 4/18/26** – Lena’s Walk invited to join – **Justin to message Treasurer of Lean’s Walk if they want to join by March 27th**
- **Megan to coordinate and get signs for April garage sale and post on street corners by April 11<sup>th</sup>**
  - 4 way stop
  - Girvin corner
  - Hickory Creek corners
- 48 outstanding HOA 2026 Dues
  - **Bev to send out 2<sup>nd</sup> letter the week of 3/9** – no late fees included this statement cycle
  - Next month - \$5 late fee added to outstanding owners
- Review and or increase estoppel fees – at max of fees now, don’t need to increase

### Next month:

- Nothing noted

### Old Business:

- Virtual meetings – Sherri provided Florida Statute requirements – see attached
- Board agreed to do hybrid meetings for now – expand opportunity to engage the community to join
- **All Board members must be on a device going forward for hybrid meetings starting with April 14<sup>th</sup> meeting**
- **Megan/Sherri – searching for tool with AI Assist to record meeting, capture verbatims and summarize comments into minutes – will have update for April 14<sup>th</sup> meeting**
- New Board member certification – required within 90 days of election - \$90 for 6 members – 4 hr on line training
  - **Board members look for alternatives and suggest to group – Justin sent a free option starting 3/14**
  - “Florida board member certification online course for condo/HOA Associations”
  - **All Board members must complete course by May 17, 2026** – all voting Board members required to complete at a minimum – agreed that committee members and members At Large complete as well
- Neighborhood entrance brick signs – Kevin checking about adding mortar on top to prevent water damage and leakage – **Justin to follow up with Kevin and notify Scott by March 20th**
- Glass signs – can we get an insert for these signs for replacement – glass breaks – can we get inserts with tempered glass – **Kevin checking – Justin to follow up with Kevin and notify Scott by March 20<sup>th</sup>**
- Signs now owned by Secretary and Social Committee – can we replace them or fix them?
  - Electronic signs maybe – power readily available – lights come on with sensor at dark
  - **Update for next meeting on April 14<sup>th</sup>**

### New Business:

- **Board minutes will now be distributed via email post meeting and approved electronically by Board members within 5 days by responding to email with approval or noting changes – failure to respond with approval or changes within 5 days will be noted as an approval.**
- **Sherri will send to Nell a redacted PDF of minutes to be posted on the website on the 6<sup>th</sup> day following the meeting**
- Paper minutes not required - only required to be electronically stored for 7 years and available to print on request
- **All committee chair reports to be sent to entire Board in advance of Board meeting no later than the Friday before the 2<sup>nd</sup> Tuesday of the month Board meeting.**
- Board members will review reports in advance of Board meeting and be prepared to discuss at meeting – no paper copies will be provided going forward
- **Flags at entrances need to be replaced – Scott to handle by March 20<sup>th</sup>**

**Open Forum**

- No topics discussed

Meeting Adjourned by President Justin Smith at 7:48 pm  
Respectfully submitted  
Sherri Mikell