

February 23, 2026

Lake Asbury Community Association, Inc
282 Branscomb Rd
Green Cove Springs, FL 32043
Lake Asbury Community Association Meeting Minutes

February 23, 2026 @ 6:33 pm

Board:

Gayward Hendry
Paul Pierce
Carol Weisenburger
Kay Manly
Jacky Bentley
Danny Green

Guests:

Lee Goodnight
Tom Hallquist
Travis Simpson
Todd Mattox
James Zarinczuk

At 6:33 pm, Paul Pierce called the meeting to order.

MINUTES

The minutes from previous meeting were read by Kay Manly and accepted (Motion by Paul/ Jacky).

TREASURER

- Treasurer's Report read by Kay. (Motion to approve by Chris/Danny approved by all).
- Per the request of the board at the last meeting, Kay moved \$40,000 to the Money Market account to earn a higher interest. However, the board voted to proceed with the new roof (cost approx. \$28,000) and approved the insurance renewal (approx. \$12,000). Funds will have to be moved back to write checks to cover those two items.
- In lieu of the difficulties experienced at Vystar, Kay successfully opened a separate account for the Ladies' Auxiliary (Club) at PNC Bank. This account name is the Lake Asbury Community Association, Inc. However, this account is for the exclusive use of the Ladies Club. The beginning balance is \$5423.

NEW BUSINESS

- The 2026 Request for Donation letter has been mailed out to all 850ish property owners, and donations are already being returned. Additionally, the association's webpage, Thelakelighter.com has been adapted to accept donations, so they can be

made electronically. Brittney manages the PayPal account and will regularly review the account to sweep donations into the Vystar account.

- The letters billing the approx. 50 Lakelighter subscribers have all been mail as well as the approx. 10 letters to the advertisers. The advertisers were billed \$120 annual fee (no fee increase) and the subscribers were billed \$18 (an increase of \$5).

OLD BUSINESS

- **LAKELIGHTER:** The process of collecting articles and putting the Lakelighter together has been moved to Brittney who volunteered at the January meeting to manage the collection of the articles, formatting the articles to the agree-to formats needed by the printer and the webpage. Danny is assisting with drop-off and pick up of paper copies from More than Ink. Kay will work with the Ladies Club to prep the envelopes and mail to the subscribers.
- **SIGN REPLACEMENT:** Some discussion regarding sign replacement as well as the need to agree to a location. Todd Mattox elevated the concern of the neighborhood to understand the board's plan and the board agree that opinions from the community should be collected. Due to time constraints tonight, the topic of sign was tabled until next month. But agreement was reached that this issue needs to be resolved.
- **CELL TOWER:** There was some discussion about the rental vs purchase of the cell tower property and perhaps request an increase in the rental fee. However, before adequate decisions can be made, we need to see the current lease agreement. Kay will look through the file cabinet. Paul had an old copy but we were not sure it was current. With Chris not in attendance, no decisions made on this topic/no vote. Tabled until Chris could join.

Building and Repairs

- Carol presented the Building Inspection Report, noting six (6) areas of high importance:
 1. **ROOF-** This includes both the roof on the main building, as well as the separate detached shed building. Carol brought to the table proposals from 5 roofing companies. The board decided on using Keith Stern Roofing company, they were not the highest or lowest but their bid included 8 sheets of replacement plywood, assistance if the roof becomes exposed to a storm, they want to use existing vents and the bid included a 10 year warranty. Keith Stern took great pains to ensure that Carol understood the complexity of the work. While their bid was \$21,500, the motion to approve included money for replacement of the damaged fascia boards and question about inclusion of the skylight shafts (this part of the job may have to be done by a handiman). Motion was made to approve \$28,000 for the roof and approved by the board.
 2. **HVAC-**current units are becoming aged (one is 19 years old), and while both units are still in working order, it's imperative to begin to consider replacements to ensure the building is comfortable for events/rentals. Jacky is spearheading HVAC review and collected a bid for electrical from Destiny Electric. Jacky has inspected our current HVAC and while it is 19 years old, it is still functioning well. He believes we may be able to get

as much as another 4-5 years of service from the unit if properly maintained. He plans to outline some minor repairs to keep the unit running well. He will be able to make a full report at the March Meeting.

3. **EXTERIOR:** Some rotted wood, wood-boring bees, paint peeling, and water runoff which needs to be redirected away from the building are all issues. Carol will contact a handyman for repair or quotes for repair.
 4. **ELECTRICAL:** A thorough inspection of all wiring and circuits is needed to ensure compliance and safety. Jacky will coordinate and has obtained a quote from Destiny Electrical. Paul was concerned some of the work they listed was not needed. Paul and Jacky will review and evaluate to bring this to the March meeting.
 5. **CONCRETE:** Repair has been made to the concrete, and payment made to the vendor in the amount of \$1900. Paul is concerned that large trucks are driving over the handicap pad and breaking it. He will add poles (to be painted) to prevent trucks from driving over this area in the future.
 6. **APPLIANCES:** Stove needs to be secured to wall for safety. Carol will have same handyman complete this repair.
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- **INSURANCE:** Carol reviewed the annual insurance is due in February, and the cost will be similar to 2025 cost. She is predicting the total cost to be in the neighborhood of \$12,000. Coverages include General Liability, Umbrella, Director & Officer, Property, the adjustment to the Sign coverage to include all 3 signs and Hired & Unknown. A motion was made by Carol for approval for the payment of all the insurance policies and seconded by Kay – all approved.
 - **LACA RECREATIONAL PROPERTY:** A short discussion lead by Carol regarding need for the property and building to provide benefit to the community. We have a good amount of acreage that is not being utilize. Our community has requested improvements such as pickle ball court(s), fenced area for dog park and an improved playground for the kiddos. All needs discussion by the board and input from the community. Kay has been in contact with Clay County Parks and Rec who can provide vendor names and advise on budgeting. This item will continue next month.
 - The **building rental fee** remains tabled until after the building improvements.
 - Of note, Brittney's baby is due April 10 however, she expects little Rhys (pronounced Reese) to be born in late March. He is excitedly anticipated by her husband Hunter and big brothers Jaeden and Dakota.

CCSO REPORT

No report

Ladies' Club/Events Committee:

- Ladies Club will host a free Pie Night in celebration of national Pi Day on March 14, the entire community is invited.

GUEST PRESENTATION

Travis Simpson again petitioned the Board to consider allowing he and his wife to utilize the Community Association building to operate a home school enrichment co-op, "New Creations Academy"

- Classes would be held two (2) days per week 9:00 am -3:00 pm – days yet to be determined
- 15 children, 1 teacher, 1 assistant
- Not on-site during summer break
- Rental fee of \$1500
- Space needed to lock supplies in between class days.

Board agreed to an April 1 through May 31, 2026 as proof of concept. Classes would resume in July 2026 if agreement reached and lease signed. Motion made by Jacky, seconded by Carol and approved by the board.

Lease will be drafted by Carol & Travis to be reviewed at subsequent meetings.

Todd Mattox asked for discussion of concrete repair needed by county at the corner of Branscomb and Henley, a repair is needed to the replacement water pipe at 167 Aldersgate and the "trash house" on Lake Asbury needs to be reported to zoning (front yard has a junk limo, RV, motorcycle and other trash) and he asked where are our local fire hydrants.

With no additional discussion, meeting was adjourned at 8:15 PM.

Lake Asbury Community Association

AGENDA FOR NEXT MEETING (February 2026)

- Review of quotes and findings of Building Inspection highlights
- Repairs completed from Building Inspection Report
- Work order for roof replacement
- HVAC Report of maintenance/repairs
- Updated report of New Creations Academy – Travis Simpson
- Additional discussion pertaining to Cell Tower
- Report on rental fees being charged throughout county for similar venues
- Discussion and community input for sign replacement and location
- Donation drive 2026 status
- Collection of reimbursements for Subscription & Advertisement in TheLakelighter