



**Board Meeting Minutes  
September 3, 2020  
4012 Crocker's Lake Blvd.,  
Sarasota, Fl. 34238  
10am**

Determination of Quorum: Present in person were: Secretary Jackie Vizzi, Director Joseph Gianino. Present via telephone were President Dave Carter, Vice-President/ Treasurer Karen Domaratzki, and Director Joe Joseph. Glenn Aitelli, Association Manager, was also present.

Call to order: President Dave Carter called the meeting to order at 10am.

Proof of Notice: President Dave Carter acknowledged that the notice was posted at the clubhouse and website according to Florida Statutes.

Approval of Minutes, August 10, 2020: Jackie Vizzi made a motion (Motion #1) to approve the Board Meeting Minutes from August 10, 2020. This motion was seconded by Joseph Gianino and was approved unanimously.

President Report:

- Dave Carter informed the Board that there has been a short delay in the Building Remediation project, specifically Building #20 because the windows' manufacturer is behind in its delivery. Otherwise, the project is progressing as planned. By the end of 2020, there will be fifteen buildings (out of 28) completed in the complex.
- Building Collapse Insurance Claim: The full arbitration team will be meeting to schedule for hearings in New York City tentatively to be held sometime in early 2021.
- Hurricane Irma Roof Damage Insurance Claim: On site inspections were performed in mid-August by an engineering firm hired by the insurance carriers. A response from the carrier should be forthcoming by the end of September.

Treasurer Report: Karen Domaratzki gave an update on the July financials. She made a motion (Motion #2) to ratify the July Financials as presented, and submitted to the minutes as a report, posted as an attachment (see attachment #1, September 3, 2020). Dave Carter seconded the motion and it passed unanimously.

Manager's Report: Glenn Aitelli announced that on August there were 1 purchase and 5 leases. Work has been done to repair the pool, new plants are being planted, fire hydrants have been checked and replaced as needed. On the water meters, six have to be replaced in Building 2 but there is a manufacturer delay. There are 19 meters to be replaced in Buildings 8,9,11,12. By the end of August, out of 128 meters checked, 62 were faulty. The staff will be checking buildings 13,14,15 and 16 next week.

Mr. Aitelli reported that there has been a good response to the current poll which has a September 30 deadline.

*Approved  
October 5,  
2020*

*J. Vizzi  
(Secretary)*

**Rules and Regulations:**

1. Disposal of trash and Debris, Possession and Control of Pets, Other Rules (2<sup>nd</sup> draft Review). Dave Carter presented a second draft review and made a motion (Motion #3) that the September 1, 2020 version of the new Rules and Regulations document be approved and that we engage our Association Attorney to draft the required formal resolutions and document amendments to officially incorporate these new rules and regulations into our set of governing documents. Karen Domaratzki seconded and the motion passed unanimously.

**2021 Budget Development:** Karen Domaratzki explained that the Insurance is the most significant part of the budget. She is trying to get an exact number so she can include it in the draft budget. The draft budget with final numbers will be presented at the October Board meeting.

**Building 21 Drainage System:** Building 21 is having a poor drainage problem. AquaTech and Westcoast submitted quotes. Glenn Aitelli discussed the proposals and recommended AquaTech with a proposal of \$5,500 for the repair. Dave Carter made a motion (Motion #4) to award AquaTech the Building 21 drainage contract for \$5,500. Joe Joseph seconded and the motion passed unanimously.

**Fines:** Dave Carter made a motion (Motion #5) to refer the violations (List #22) to the Fining Committee. Joe Joseph seconded and the motion passed unanimously.

**Adjournment:** Dave Carter made the motion (Motion #6) to adjourn the meeting. The next Board meeting is tentatively set for Monday, October 5, 2020 at 11am. Jackie Vizzi seconded and the motion was approved unanimously. The meeting ended at 10:40am.

Minutes prepared by Jackie Vizzi.

**Treasurer's Report: July 2020**

Submitted by Karen Domaratzki, VP & Treasurer

Looking at our July **Operating budget**, after having Association expenses under budget for the last several months, the situation changed in July and expenses exceeded the monthly budget. The significant items are:

- We had roof repairs to 11 sections of roofing, totalling \$20,700. This was \$15,500 over the monthly budget amount for this line item. In addition, repairs to the fire safety system exceeded budget by \$2,100.
- The water and sewage category also reported a budget shortfall. The monthly water bill from the County was \$3,200 higher than budgeted. Perhaps more people are home during the day, kids are out of school, and more water is being used in households. The water recovery billing from owners was \$2,700 less than budgeted, and reflects the increasing number of faulty, underbilling meters that we are seeing and are in the process of rectifying. The sum total of this was a \$6,000 budget deficit for water utilities for July. On a year-to-date basis the water budget deficit is almost \$17,000. The meter initiative and its associated billing and collection are key requirements for our financial performance in 2020 and beyond.
- The Administrative category was \$12,800 over budget for the month as our new insurance premium amount came into effect. Payroll was \$6,000 over budget due there being 3 paydays in July. Legal and audit bills were \$3700 over budget,
- Due to the factors just outlined, the July operating expenses were \$28,000 over budget. On a year-to-date basis our expenses are now \$33,000 under budget. We are still in a good place from an expense management perspective, but there are still 5 months to go.
- While not reflected in July statements, the Association collected the full amount of negotiated legal payments from an owner and these will be recorded when received from our attorney.

Turning to the **Balance Sheet**, our accounts receivable increased by \$11,000 from June month-end, to \$220,600. This includes assessments, overdue interest and fees, repairs, and fines. 42%, is due from one owner. We have 24 units with the Collections attorney and looking yesterday at the August collections report indicates in August we were repaid about \$37,000, which is approx. 16% of the overdue amount owed.

Reserves stood at \$2,063,000 at month end. We have only used reserves for painting of the buildings as they are remediated this year and nothing else to date. This has allowed the reserves to build up.

Most of the work for our 2019 audit has been completed and Glenn, PCM Accounting, and I are gathering various items requested by the auditor. This is a new audit firm for us and has been a learning experience, quite different and more formal than our previous auditor.

I move that the July financial report be ratified as presented, and submitted to the minutes as a report, posted as an attachment.

Approved September 3, 2020  
Attachment to Minutes  
J. Vizzi (Secretary)