



Board Meeting Minutes
November 30, 2021
10:00 a.m.
4012 Crocker's Lake Blvd
Sarasota, FL 34238

Determination of Quorum: Present in person in the Clubhouse were President Dave Carter, Vice President Charlie Benedict, Secretary Joe Joseph and Director Joseph Gianino. Don Sheehy was present by telephone. Glenn Aitelli, Association Manager, was also present in person.

Call to Order: President Dave Carter called the meeting to order at 10:03 a.m.

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

Approval of Minutes from October 19, 2021: Joseph Gianino made a motion (**Motion #1**) to approve the Board Meeting Minutes from October 19, 2021. This motion was seconded by Charlie Benedict and was approved unanimously.

President's Report:

Dave Carter reported that progress on the 2021 work plan for the building remediation project was on schedule. Buildings 1, 2 and 3 have been completed. Building 6 set to be completed in mid to late January.

Two legal claims are in progress:

- o **Hurricane Irma Roof Damage Insurance Claim** - Arbitration hearing will take place in New York. Neutral arbitrator has been selected. Arbitration team will now gather information from each side and set a schedule for the arbitration hearing. Likely will go well into 2022.
- o **Lawsuit against Insurance Agencies for making error in preparing 2016 policy application-** A case management conference will be held on December 1 which should lead to the scheduling of a trial date.

Treasurer's Report:

Don Sheehy reported on the October 2021 financial reports:

- o Total bank account assets decreased about \$127,024 from September to October, due primarily to spending on the Building Remediation project.
- o The Association's Capital Reserves were \$2,427,899 as of October 31 and the Contingency Rebuilding Fund had \$870,572 on hand to continue to fund the project.
- o Operating expenses through the end of October were about \$10,473 over budget. The largest overrun was in Roof Repairs (\$37,727 over budget through the end of October). Revenues were \$44,420 over budget, so the net surplus in the Operations budget as of October 31 was \$33,947.
- o Total accounts receivable from owners was up \$7,000 to \$217,006 as of October 30.

Don Sheehy commented that the October financial reports that PCM provided to the Board are still not suitable to be shared with owners and made a motion **(Motion #2)** that they be not posted to the website until PCM completes its work to develop reports from its new accounting system which more closely match reports which we have received in the past. Dave Carter seconded the motion and it passed unanimously.

Manager's Report:

Glenn Aitelli announced that there were 6 leases and 5 sales during the month of November.

The following property maintenance activities were completed over the past month:

- o Replaced main breaker on building 7
- o Finished the pressure cleaning and repainting of the final 2 carports (by bldgs. 7 and 28)
- o Piper completed semiannual Fire and Safety Inspection
- o Completed property wide A/C common drain-line maintenance
- o Aqua Tech Installed a partial building drainage system behind building 1
- o Daniels Plumbing completed troubleshooting and made repairs to resolve a water pressure issue in building 27

New Business:

1. 2022 Budget

a) Discussion of Property Insurance Deductible.

Discussion was held regarding the hurricane deductible for the 2022 Property Insurance. The board has decided that with the reserves in good shape, we would renew our insurance policy in mid-2022 with a 5% hurricane deductible. That assumption was incorporated in the proposed 2022 budget.

b) Board Approval of 2022 Budget.

Don Sheehy discussed the proposed 2022 budget and the objective of keeping assessment increases to a minimum. Dave Carter made the motion **(Motion #3)** to approve the proposed 2022 budget with reserves partially funded at 60%. This motion was seconded by Don Sheehy and the motion approved unanimously.

2. Contracting Approvals

- a) **Annual Landscape Maintenance Contract-** Glenn Aitelli presented the four landscaping bids and recommended Duval Landscape Maintenance for the 2022 contract. Their bid was about \$13,000 lower than that of the incumbent contractor, WestCoast. Joe Joseph made the motion **(Motion #4)** to approve Duval, Joseph Gianino seconded and the motion was approved unanimously.
- b) **2022 Palm Tree Trimming Contract-** Glenn Aitelli presented three Palm Tree trimming bids from Duval Landscape Maintenance, Fine Cut Tree Services and Synergy Landscapes. He recommended that Duval be selected for the the 2022 palm tree trimming since they submitted the lowest bid Joe Joseph made the motion **(Motion #5)** to approve Duval, Joseph Gianino seconded the motion and it was approved unanimously.
- c) **Special Project – Removal of Dead Pine Tree and Pepper Tree Bushes behind Building 20-** Discussion was had about the need to remove a large dead pine tree and the extensive area of Brazilian pepper tree bushes surrounding it. Bouie Tree Trimming provided a bid of \$5,000 to remove the tree and bushes, grind the tree stump and haul away the debris. Dave Carter made the motion **(Motion #6)** to approve Bouie Tree Service for this project, Charlie Benedict seconded the motion and it was approved unanimously.
- d) **New Pool Maintenance Contract-** Glenn Aitelli discussed his action to hire a new pool maintenance company, Aqua Docs, due to poor performance of the prior company. This took place in early November.

3. New Governing Document Violations to Refer to the Fine Hearing Committee (Violations List #36)

- a) **Water Heater Violations:** The board was furnished a list identifying 2 units with water heaters that are more than ten years old and whose owners have not responded after receiving two written notices to replace their water heater. They will be fined \$100 per month until they show proof that they have replaced their water heaters. Joe Joseph made a motion (**Motion # 7**) that these 2 units be included on Violations List #36 which will be sent to the Fines Hearing Committee. Dave Carter seconded the motion and it passed unanimously.
- b) **Other Violations:** The board was furnished lists and sets of pictures identifying 19 violations of Association document provisions pertaining to items stored on balconies and lanais and 36 trash and recycling violations. Dave Carter made a motion (**Motion #8**) that all of the listed violations be referred to the Fines Hearing Committee. Joe Joseph seconded the motion and it passed unanimously.

Meeting Adjournment- Dave Carter made the motion (**Motion #9**) to adjourn the meeting. Joseph Gianino seconded, and the motion was approved unanimously. The meeting ended at 11:24 am

Meeting Minutes prepared by Glenn Aitelli

Secretary acknowledged minutes
were approved at 11/11/22
board meeting.

