



Board of Directors Meeting held on Wednesday, March 13, 2019

CALL TO ORDER: Meeting called to order at 2:30 pm by President Phil Clavel.

PROOF OF NOTICE: Proof of notice was posted in accordance with the Association's Bylaws and Florida Statute 7.18.

QUORUM: A quorum was established with President Phil Clavel, Dick Lombardi, Gary Keith and Ralph Horak, and Andy Pruitt present. Also present was Lynn Lakel of Sunstate Management Group. Twelve residents were present.

APPROVAL OF MINUTES: **MOTION** made by Gary Keith, seconded by Andy Pruitt to approve the November 19, 2018 meeting minutes. Motion passed unanimously. **MOTION** made by Gary Keith, seconded by Dick Lombardi to approve the January 29, 2019 meeting minutes. Motion passed unanimously.

PRESIDENT'S ADDRESS: New owners in #601 Nancy and Gary Prior. Phil discussed some comments that were made at the Annual Meeting. Babes gave a 10% reduction on their bill. We found that Osha certification was to be done in 2017 and was never done on any buildings. Gary is trying to get all buildings certified. Fire inspection is in 4 layers. Fire Department checks all doors and that fire cannot go to other floors and hallways are clear. The emergency protection system (EPS) is all the alarms in hallways, stairwells. Then we have the sprinkler system that goes into the units. Access Fire is scheduled to come in July to inspect the sprinklers and will require access to each unit. All inspections will be complete at this time.

TREASURER'S REPORT: Andy reviewed the January Financials. Operating has \$44,000 and reserves has \$223,000. We still have elevator inventory of \$24,000. The budget is good. Repairs and Maintenance is \$2800 over budget. We have \$180,000 invested in CDs. There has been about \$70,000 of unexpected expenses. Andy explained how well we are doing management wise.

UNFINISHED BUSINESS:

- a. **Entrance/Security System Update:** The entry system is up and working. Phil reported that all owner will get two fobs. Lynn will get another fob to the units that only got one fob. Discussion followed. Discussion followed.
- b. **Insurance:** Roberts Insurance is interested in quoting. Lynn furnished information they needed. Waiting on Atlas Insurance's quote. Atlas sent a summary of insurance quote for May 2019.
- c. **Parking/Garage Documents Update (Lynn):** We are doing good. Lynn received some from residents who recorded their own. Lynn receives the original back from the Clerk of the Court. Discussion followed.



- d. **Waste Stack Cleaning Update (Phil):** This will be a full week of work from 8:30 am until 4:00 pm., Monday through Thursday. The bathroom lines will be cleaned first. They are going to start on 04 line and then 03, 02 and 01. They will come into unit and pug up all drains in the bathrooms. They will attach a vacuum in the stack in the garage. They will also camera the pipes. On Friday, they will do all the kitchen stacks. Phil continued to explain the process. Discussion followed.
- e. **Hot Water Tank Replacement Update (Phil):** We have two left to be replaced and both of them are scheduled to be done. The water heaters need to be replaced if 15 years or more. After notice, owner would be responsible for any damage and insurance might not pay. Building C has a 10 year and out policy.

NEW BUSINESS:

- a. **Roof Anchors Proposal (Gary)** – OSHA roof anchor that was mentioned at the January meeting. Gary explained that there are anchor points installed in all building in the eaves on the top floor. They have to be certified every ten years. An engineer does a pull test all points and then certify they are safe. Gary passed around copies of the bids. Gary went on to explain all the bids. Phil Clavel made a MOTION to give Gary the authority to make the decision along with the other buildings between ATS/Penta and American Anchor. Dick Lombardi seconded the motion. Motion passed unanimously. Discussion followed.
- b. **Water pumps Update and Maintenance (Gary)** -The pumps went down and Babes Plumbing was plumber of record and did all the plumbing in the building. They responded quickly and got us up and running. Gary contacted the manufacture representative and was able to buy the parts wholesale and passed the savings on to the association. We have a whole second pump system. He went on to explain the system and that they recommend a bi-annual inspection. There is a bid of \$1,000 for this inspection. Discussion followed.
- c. **Sprinkler Head Inspection Access Fire (Lynn)** -The inspection will happen in July and will be scheduled in June. A notice will be sent at least 10 to 14 days in advance of the inspection.
- d. **Director Resignation/Replacement (Ralph Horak)** – Ralph Horak has sold his unit and is moving. We are going to miss you. Ralph has turned in his letter of resignation effective March 14, 2019. At the present time, we do not have anyone to fill the position. John Klantz has agreed to join us. Phil Clavel nominated John Klantz of 401 to the board. Gary Keith seconded the motion. Motion passed unanimously. Phil Clavel made a motion that Gary Keith be a member of the Master Board. Andy Pruitt seconded and motion passed unanimously.

Adjournment: 4:30 pm

Next meeting – TBD.