

CARMEL RETIREMENT CONDOMINIUM ASSOCIATION, INC.

Minutes of the Board of Directors Meeting

held Wednesday, May 10, 2017

CALL MEETING TO ORDER: The meeting was called to order in the clubhouse at 6:05 pm.

ESTABLISH QUORUM OF DIRECTORS: President Dottie Sauter, Treasurer Bill Bernard, Secretary Margie Roth, and Vice President Mary Hirst began the meeting. Member Sharon Blincoe arrived later. Michelle Davis & Ted Manna from Reconcilable Differences were in attendance and over 20 owners were in the audience. Allegiance was pledged.

Explanation of Board of Directors Meetings: Margie stated that, as was discussed last month, board meetings are held for the board to handle business. Concerns and complaints need to be written up on the "Attention" forms that are kept in the clubhouse. They cannot be anonymous. And "town hall"-type meetings can be held separately if needed; that type of forum is for the residents to speak at. Once received, the attention form will be reviewed by board members and management.

APPROVAL OF PREVIOUS BOARD MEETING MINUTES: Bill motioned to approve the minutes of the March 24, 2017 meeting as written and posted. Mary seconded, all in favor.

FINANCIAL REPORT: Manager reported that as of April 30, 2017, the reports show \$74,621.00 in the operating account, with about \$9K in prepaid unit owner funds, for a net of \$65,650 in the operating account. \$120,500 is in the Reserve fund. Year to date the association is \$2,783 over budget. Accounts Receivable show \$632, which is an unpaid Fire Sprinkler repair by one owner, #1402 and the other is an old \$550 balance on unit #2305. The board agreed to send that owner to the collection attorney.

Because the budget is very tight and the insurance reserve line is far from being able to help in any way, Bill motioned to stop funding "Insurance reserves" for the rest of the year, so that maintenance can be afforded. Margie seconded, all in favor. The building maintenance account will have an additional \$200 funded for the rest of the year.

ACTIVITIES COMMITTEE:

Social: Kathy Twilliger stated that the beginning balance in the social fund was \$1,026.90. Expenses were \$97.99, income was \$57.50, for a net ending balance of \$986.41. The activities to come are the Mother's Day dinner, the Friday 5pm pot luck, 2 pm activities meeting on the 16th, and the Tea Social on May 31 at 2pm.

Landscaping: Mary stated that as of March 24, 2017, she had spent \$361.76. Donations from building 1420 residents for specific use around that building only totaled \$141. Other donations came to \$350, for a total \$491 received. Total amount spent was \$434.33 for 100 bags of mulch at \$2.00/bag, blue daze, pentas, trinettes, cow manure, Super Thrive Fertilizer, Osmocote Fertilizer, Insect Spray, and insect Drench. Mulching is still ongoing, including digging up weeds in all beds. The area near building 1420 trash room has been completely redone. New Plants have been added to the circle area around the oak tree.

OLD BUSINESS:

- Elevator Repairs/Coordinator:** Ted stated that all the repairs to obtain our permit have been completed. The certificate was delivered today. The old permits expired in August last year. The cabs needed new speakerphones in the elevators as well as moving items out of elevator rooms.
- Clubhouse Drywall and Painting bids:** Ted stated that instead of using the contractors who were much more expensive, maintenance men did the patching, removed the rust and spot painted those areas. IT looks much better. The clubhouse is now ready to clean the carpets. Ted obtained 2 bids, a resident obtained another, and Dottie asked that a 4th she knows be asked to bid. Ted will call all bidders to obtain "apples to apples" bids and get back to the board with the prices.
- AT&T Fiber Optic Option:** Bill spoke with the salesperson to negotiate some free internet and phone options for the clubhouse, if we allow them to install their fiber optic lines in the utility

easements, they will give a free “hot spot” to the clubhouse. Michelle stated that they will also pay \$20-\$25 dollar per unit for this disruption. They will need access to every unit. Mary asked that someone come to a meeting to explain exactly what this all means. No one disagreed. Bill wants to see in writing how they will handle the “private network”. Once the details he wants are added, the board will sign their easement / access contract, with no costs to the association.

4. **Lights and Lighting:** Light fixtures throughout the property are old and falling apart. Florida Bulb & Ballast offered a number of options and costs. The majority of the board approved one option, and Ted passed a photo of it to the audience. The new option is a metal fixture with a glass bulb cover, and seems sturdy. After discussion about the need to replace all the fixtures on the vandalized garage, Bill motioned to approve buying 20 NUVO fixtures and having the maintenance men install them. Marge seconded, all in favor.
5. **Office Printer/Scanner:** Dottie has researched, and requested approval to purchase a new “all-in-one” printer, scanner, with ink, at a cost not to exceed \$150.00. Bill seconded, all in favor.
6. **Landscaping Report and Proposals:** Mary stated that her out of pocket expenses for last year totaled \$169.47. This year, since January, she has spent \$192.29 more, totaling \$361.76. Ted has communicated with Gator Lawn regarding their contract. The monthly total is \$1,150, which includes sprinkler tests and fertilizing. Mary has had problems getting Gator to communicate with her. The timing on the sprinklers has changed to come on at random times, so Mary & Carl will fix that. Margie motioned to approve modifying the rose garden and reducing the rock area. She also motioned to move stones and change the 1420 stepping stones. Bill seconded, all in favor. Mary brought up pest control and the fire ant problems. There was discussion on having the maintenance man handle this, but Dottie believes Bryan’s Pest Control should cover this under his bi-monthly service.
7. **Ratify Architectural Requests:** Ted stated that the only approval management is aware of is for new high impact window replacements. The new windows will look the same as the adjoining units in 1410 building and will not have mullions.

New Business:

1. **Roof Access Door of Building 1410 and 1420-** Ted stated that he had two companies bid replacement of these roof doors. One bid ALL doors on the property, at \$30K. The other bid was \$4,200. The contractors had conflicting requirements. The only regulation is that the door cannot lock from the roof side. Ted will obtain a 3rd quote before the next meeting. Building 1410’s roof door has broken screws on the hinges.
2. **Insurance Approval –** An insurance appraisal was completed last year, and the value of the property increased. Therefore, the insurance value increased, but Trevor from Brown & Brown Insurance submitted a quote that still decreases the cost by \$2,000 under last year. That will help with this year’s budget.
3. **Irrigation –** Mary stated that she is still having trouble communicating with the owner of Gator Lawns, Scott. Ted said the work they have done is acceptable, but they are poor communicators. Mary will re-send the email about sprinkler and timer problems. The grass is dying in front of 1410 and 1420 due to the sprinkler problems.
4. **Vandalism at Garage A -** A neighbor saw kids vandalizing the light fixtures and called the police. Owners were reminded that if they see or hear anything questionable, call the non-emergency police number. You can also call if non-residents are fishing in the pond. They will be “trespassed”.

OWNER FORUM: An owner suggested having microphones to hear better. Michelle Davis suggested having the board in a “U” shape with other tables or just chairs, closer to their table for the next meeting.

Some are not happy with the library being in the clubhouse, but the activities committee agreed that is was ok, and they now use the old library to store their decorations. The card players are also very happy with the card table in the lighted corner, giving them more light and room.

SET NEXT MEETING: The next meeting will be set when needed, and an agenda will be posted per Florida Statute, at least 48 hours in advance.

ADJOURNMENT: There being no further business to transact, Dottie motioned to adjourn the meeting at 7:20 pm. Mary seconded, all in favor.

Respectfully Submitted,

Michelle Davis

Michelle Davis, CMCA, AMS, CAM 17226
Community Association Manager