

CARMEL RETIREMENT CONDOMINIUM ASSOCIATION, INC.

Minutes of the Board of Directors Meeting held Wednesday, SEPTEMBER 18, 2017

CALL MEETING TO ORDER: The meeting was called to order in the clubhouse at 6:00 pm.

ESTABLISH QUORUM OF DIRECTORS: President Dottie Sauter, Treasurer Bill Bernard, and Secretary Margie Roth started the meeting. Vice President Mary Hirst arrived soon after. Director Sharon Blincoe did not attend. Michelle Davis from Reconcilable Differences was present, and 8 owners were in the audience. Allegiance was pledged.

APPROVAL OF PREVIOUS BOARD MEETING MINUTES: Bill motioned to approve the minutes of the July 7, 2017 meeting as written and posted. Margie seconded, all in favor.

FINANCIAL REPORT: Manager reported that as of August 31, 2017, there is \$76,807 in the operating account, with \$8,092 in prepaid unit owner funds, for a net of \$68,715 in the operating account. There is \$129,918 in the Reserve fund. There are ZERO accounts receivable, and year to date, the association is \$1,268 UNDER budget.

PRESIDENT'S REPORT: Dottie reported that the Association was very lucky in Hurricane Irma, which came through last week. All three garage roofs sustained a lot of damage, with "A" garage being the worst, but power, water and cable/internet were returned to service very quickly. Many people are still without power and many went without water and internet for many days elsewhere in the county, so Carmel was lucky. In speaking with 3 roofers she knows, they are having a hard time getting shingles and supplies since the hurricane hit Texas, and many in Brevard county had roofs blow off homes, so all agreed that if we must wait 6 to 8 months for garage roofs, we can live with that to make sure others in more need are taken care of.

She asked that everyone secure their personal belongings by covering them if left in their garages, or by moving them into their homes, in case water does seep through before roofs are replaced.

COMMITTEE REPORTS:

Social: Nadine Laserreported that the committee started with \$1,065.56, spent \$14.67, received income of \$71, and ended the month with \$1,121.89. They will have their planning meeting September 19th at 3pm to discuss the October calendar.

Landscaping: Mary stated that there is no written report this month. There are a few brown trees and shrubs, and leaning trees, but overall Carmel received minor damage from the hurricane.

Maintenance Report: Margie noted that Tony logs all work he accomplishes, and suggestion slips are waiting for him to complete when he arrives most weeks. Many light bulbs are out, because someone took globes off fixtures before the hurricane, thinking they would blow away. Not having the globes caused water to get into the fixture, so we may have to purchase more. There was a leak in the fire sprinkler line in the ceiling of the kitchen All Brevard Fire and Plumbing will be back out soon with supplies to repair the line, and then the ceiling will have to be repaired. There was a leak by one of the windows near the TV, and through the window behind it, and through the office door, which soaked the carpet. When the roofer comes, he will inspect these issues as well as the garage roofs.

Architectural Review/Approval: None requested this month.

OLD BUSINESS:

1. **AT&T Fiber Optic Option:** The attorney, Helena Malchow, was asked to give an opinion on the contract to allow AT&T to add fiber optic as an option for owners. The attorney had six items to be wary of. AT&T would need access to all units to install the cable, and signing the contract gave them permission, which the board cannot really give to enter someone's home. Some of their requirements would cause problems with the current Spectrum contract in effect for cable. AT&T wanted the association attorney to make the changes to their actual contract, and that would cost more for the association to pay. There was more discussion, and then Dottie motioned to vote no on signing a contract with AT&T, Bill seconded, all in favor.
2. **Lawn/Fertilizer/Irrigation Contract:** Gator Landscaping was sent a 30-day termination letter, ending their services on September 30th. The board had a workshop to discuss 4 bids received from other vendors. Mary put all information into a detailed spreadsheet and after looking at pros and cons of all, felt US Lawns would be the best provider for Carmel. Dottie agrees, but said they had given her a bid in May of this year that was less, so she would like to call the salesman and ask if for the new price of \$965.00 per month, they would include the mulch and palm trimming. All agreed, so Dottie motioned to contract with US Lawns, beginning October 1st. Mary seconded, all in favor.
3. **Elevator:** There has been a problem with the 1420 elevator opening up on the first floor, taking the security away from the building. ThyssenKrupp said they do not know the password to the terminal interface to fix the problem, and have said that for years. There is also a 5th floor problem with residents having to jiggle and jump after the door closes to get the elevator to move that has not been fixed. Through the years, many people have been stuck in the elevator, which some believe are maintenance items that have been left unrepaired. Carl Otto is a retired engineer and is familiar with these elevators. He will try to find a way to access the password. If he cannot, the board approved having management write a certified letter to T/K giving them 90 days to fix the problem or we expect them to allow us to terminate the contract in order to find a company that will fix the problems and not make excuses. This will also be cc'ed to the attorney.
4. **Community Center Roof:** As reported above, the leaks and problems will be inspected by the roofer.

New Business:

1. **Swimming Pool:** The Rockledge Police Chief has requested the ability to swim in Carmel's pool almost daily. He did not say why he chose this pool, but asked for permission to swim. It would just be him. After much discussion about the rules of Carmel not allowing guests to swim alone, Bill motioned to make him an Honorary Resident, so that he has all the same privileges as owners, without the right to vote. Margie/Mary seconded, all in favor.
2. **Update on Hurricane Damage:** Most was already discussed, but there was a problem with the elevator during hurricane prep, so Bill & Mary worked on an instruction sheet. Only board members, who have been properly shown, can use the key, but if someone gets stuck when fire department cannot respond, a board member now has instructions on how to reset the elevator and get it moving again. Two units reported flooding into their homes from the patios during the hurricane. Tony will be asked to dig to find a drain that was originally there and may need to be cleaned out. If not there, a French drain was discussed. Drainage is a problem in that area. Margie found a list of Hurricane Preparedness To-Do's in the office. Mary will re-type them and we will post on Carmel's website.
3. **Annual Meeting Date:** Discussed afterwards, but important for owners to mark their calendars, the Annual Meeting will be held Wednesday, December 6 at 6:00 pm. The first notice, which asks for volunteers to serve on the board, will be mailed out in early October.

OWNER FORUM: Margie asked that all board members have keys to the locked boxes that house the owners' keys. There was an open discussion of maintaining the security of the owners' keys.

The dishwasher does not work because a plug needs to be removed. Social committee agreed to run the machine at least monthly to keep the gaskets lubricated.

A resident said drywall work wasn't completed in her unit. Tony will be asked to complete the repair in 1301 and clean up.

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, the meeting adjourned at 7:45 pm.

Respectfully Submitted,

Michelle Davis

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