

**Garrett's Run Condominium Association
Minutes of the Board of Directors' Meeting
Wednesday, February 8, 2017**

Call to Order/Establish Quorum of Directors: President Jim Hamilton called the meeting to order at 6:02 pm in the clubhouse at 7900 Greenboro Drive. Board present were: President, Jim Hamilton, Treasurer: Rosemary Gleason, Secretary/Asst. Treasurer Mary Orr, and Director Stan Arthur. Attending by phone conference: Vice President Kathleen Fassler. Lynn Hiott with Reconcilable Differences was also present. Owners: Judy Schneider, Norm Young, Kathie Heisey, Rima & Angelo Laviano, Josephine, Ken & Barb Snella, Rita Valentino, Peter & Pat Engel, and Lynne Arthur were in attendance. Tenants Steve and Theresa Borrelli were also in attendance.

Approval of the Board Meeting Minutes of November 2nd: Mary made a motion to approve the above said minutes as written, Stan seconded, and all were in favor.

Financial Report: Lynn reported as of **December 31, 2016**, the operating account at Sunrise Bank showed a balance of **\$79,439**, but of that amount **\$19,378** was from prepaid assessments, leaving a balance of **\$60,601**. There is **\$228,526** in the Reserve Accounts for future repairs. There is an outstanding loan with National Valley Bank of **\$329,320**, which will be paid over the next five years at a monthly rate of **\$6,454**. Accounts Receivable are at **\$8,197**. The current profit and loss statement shows the association under budget by **\$1,909** for the year.

Collections: Lynn reported that unit 801, 306 and 802 have been turned over to Alliance for active collections. We continue to receive payments on 801 to date. Accumulated in the "bad debt line" is a total of **\$22,784**.

Unfinished Business:

- **Painting 300 Building Update:** Painting has been completed. \$15,840 was paid to the painters at the completion of the job. Painting of all ten buildings are now complete.
- **Committee Reports.**
 - **Social Committee.** March 18, 2017 the Social Club will have a St. Patrick's Day dinner. They ask that all attendees bring a dish to share. Please sign up on the signup sheet in the clubhouse. If there are not enough participants, then it will be cancelled. Future Dates: July 8, 2017, there will be a barbeque get-together. Social club will supply hot dogs, rolls, chips, and dessert. Attendees are asked to bring a covered dish or salad and their own drinks. The Social Club requested the Board's permission to do a rummage sale in the clubhouse on April 8th, 2017 at 9am-1pm. Tables will have a \$5 rental fee. Sign up by March 25th. Mary made a motion that the Board approve the rummage sale. Stan seconded the motion. Motion was carried unanimously.

Arrangements will be made for remnants to be picked up and donated to the Veterans. Also, reminded owners that there is a Garrett's Run Social Club Face Book account that will help update on activities and cancellations. If you have not signed up, please do.

New Business:

- **Office Area Tiled.** Lynn received two bids to tile the office, as the carpet looks very bad. Both bids were about \$1700 for approximately 350 square feet. Brian Booska Custom Tile was \$1397.50 without the tiles (which we will pick out and order the tile to be delivered to office prior to start of contract) Stan motioned that the board accept the proposal to tile the office using funds from building repair with Brian Booska Custom Tile. Rosemary seconded the motion and all were in favor.
- **New Pool Contractor.** We are having an issue with our current pool contractor, Space Coast Pool Maintenance. Our contract was signed back in 2007, but it seems the job is not being done properly, and they continue to go through pool cleaning persons every few weeks. Management was asked to get bids, so Handy Andy's Pools gave a bid for \$400 per month including all chemicals. No other vendors submitted bids. Vance is also certified to take care of the pool as he is pool certified, however due to the chemicals and other variables a company is preferred. The Board will consider what it would cost to store chemicals on site, however there must be a shed or room built to store the chemicals. Vance also is not certified to do the repairs to the pump. Because there was not enough information, this issue was tabled until the next meeting. The Board would like to see pros and cons of having in-house pool upkeep versus hiring out to a company. They also requested to get several other proposals submitted as well.
- **Update on LED light out in deep end of pool.** The Board is aware that it's out, and the warranty on the light is expired. Brevard Pools gave us an estimate of \$600. They will come out, hopefully by the 17th, and replace it, and it will come with a warranty.
- **Complaint of smoke entering above unit – Attorney Response.** A homeowner complained that the person below them smokes heavily and it flows into their unit. The Board approved it to send to the attorney for what steps the association had to take. The attorney stated this is an owner issue and there is nothing the Association can do about it. The only thing the association can adopt is a rule that bans smoking in common areas like the clubhouse, pool, etc., but cannot determine if an owner is allowed to smoke inside their own unit or on their balcony.
- **Oversized dogs in community.** We have had some complaints of oversized dogs in the community. Pictures of these owners have been sent to the attorney, and the attorney has sent a final demand to this owner about his oversized dog. It is now ready to go to arbitration and all the Board agreed that the next step needs to be taken so that this oversized dog can be removed from the community. Once the arbitrator makes a decision, hopefully there will be a demand for the dog to be removed, and the owner will then be required to pay all attorneys' fees associated with this rule violation.

Manager's Report: Lynn has been looking into new gym equipment. It is not necessary to purchase commercial rated equipment, but as she has limited knowledge of gym equipment, would like some Board input about what to purchase. Peter Engel advises normal equipment can be purchased with an additional extended commercial use warranty. Peter volunteered to head up that committee and bring back additional information to the Board regarding equipment. For the annual meeting, owners will have three choices of equipment to vote upon and then pricing can be obtained for the most voted upon equipment. A new flat screen TB was put into the gym, which acts as a "smart tv" as well for those that utilize the TV while working out.

- **Owner Input:** Peter Engel suggested, as to manager and maintenance man being on-site, that the Board consider placing a time clock in the office. The Board will review this request. Vance and Lynn complete timesheets for each pay period and are attached to their weekly reports that are filed in the office.
- Angelo Laviano is concerned about the additional 17 stairwells that need to be repaired in the near future. Board stated that these are currently being reviewed to begin scheduling of repairs.
- Pat asked what was being done about the floors being buffed in the clubhouse. Jim responded that they have looked into purchasing a floor buffer machine, but the money is a little high for this and so a bid was received, which was found to be a smaller amount of money versus buying the machine and having to do all the upkeep on the machine. The vendor quoted \$490 to strip the floor and refinish it with 3 coats, vendor would move all furniture and it would take him a day to complete. Vance would not be eligible to run the machine if one was purchased due to the damages in his shoulder at this current time.
- Peter, in regards to service dogs, stated that he believes a service dog must have an identifying vest worn when out of the home. In regards to the smokers: He stated that the smokers should be treated like one resident who was storing a motorcycle and fuel in his home. Board let him know that there is a difference because storing fuel is considered the storing of hazardous materials and is enforceable by the fire marshal, who did get involved in that issue. Smoking is a totally different issue. There was a major issue when trees were removed and we were given permits to take those trees down with the stipulation that approved trees must replace the ones taken down. Lynn stated the trees that were removed were dead or diseased. Others were removed due to damage done by Hurricane Matthew. He wants to know if there is money in the budget and plans for replacement. Lynn stated there is money in the budget, but they have not yet discussed replacement. Lynn suggested that Peter put together a suggestion list of what plants should be planted and where with an approximate cost to present to the Board for them to seek approval. He stated he would get that information together for them and submit it.

Set Next Board Meeting: It was agreed that **Wednesday, March 15th at 6 pm** will be the next Board meeting in the clubhouse.

Adjournment: There being no further business to discuss, the meeting was adjourned at 7:10 pm by Jim Hamilton.

Respectfully Submitted,
Lynn Hiott, CAM #35322
Reconcilable Differences, Inc.