

**GARRETT'S RUN CONDOMINIUM ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**February 26, 2009 – 7:00 P.M.**  
**GARRETT'S RUN CLUBHOUSE**

Pres. Kathie Heisey called the meeting to order at 7:00 p.m. Present were V. Pres. Fred Sahlstrom, Board Members Pete Engel, Al Fassler and Pete Cassese. Alex Schneider was absent. The quorum was met. Susan LaRocca of Space Coast Property Management of Brevard was present.

Al Fassler made a motion to approve the minutes of the December 4, 2008 Board Meeting, the January 8, 2009 Budget Approval Meeting and the January 15, 2009 Special Board Meeting as presented. This motion was seconded by Fred Sahlstrom and passed unanimously.

Susan LaRocca presented the Treasurer's Report and reported that as of January 31, 2009 the Association had \$26,206.24 in the Operating and Insurance accounts and \$144,540.24 in Reserves. It was noted that there had been improvement in the collection of the Accounts Receivables and as of January 31<sup>st</sup>, the amount of past due accounts had been reduced to \$31,841.50. Pete Engel made a motion to accept the Treasurer's Report. Fred Sahlstrom seconded the motion and it passed unanimously.

Susan LaRocca updated the Board on the collection procedures implemented by SCPM on behalf of Garrett's Run and updated the Board on the status of collections on each past due account. Pete Engel made a motion to approve and implement the collection procedures & practices consisting of a 30-day statement to delinquent accounts, followed by a certified 14-day letter prior to being referred to Legal Counsel for lien & foreclosure. Al Fassler seconded the motion and it passed unanimously. Pete requested that Susan prepare a letter to the community advising them of the collection procedure & the Board's intent to actively pursue all collection options available to them. It was also requested that a note be placed in each unit owner's file stating that their account was with Legal Counsel for collection issues.

After discussion regarding the number of leased units that were in arrears in their maintenance payments and the suspected number of unapproved rentals, it was requested that the Manager prepare a letter to be sent to all owners and realtors in the area reminding them of the Association's right to review & approve leases and sales. It was noted that the Association has the right to proceed to foreclosure and have rental monies placed into a receivership on all leased units that are delinquent in the fees. Fred Sahlstrom made a motion that the Association strictly adheres to its rental & sales requirements and that it proceeds with all remedies to collect assessments from leased units including collecting rental fees. Al Fassler seconded the motion and it passed unanimously.

Pete reported that Bluebell had performed a complete evaluation of the irrigation system and recommended necessary repairs to bring the system up to good working order. It was agreed that Pete Engel and Susan LaRocca would work on obtaining at least one additional bid on the irrigation system and report back at the next Board meeting.

The Manager reported that Steve Marks had not submitted a revised quote for the parking lot drainage issue. Al Fassler requested that the Manager contact the vendors who had submitted

quotes and request that the meet with him to discuss his suggested placement of a drain the area as a remedy for the flooding issue.

On February 12, 2009, the Board had agreed by unanimous agreement & consent to award to Jason Duff Construction, Inc. the bid to repair the roof leak in Unit #405, take pictures of the issues previously cited in their report and re-attach the gutter downspout on the 600 building in the amount of \$1,900.00 and the repair to the siding on the landing at \$106 & 107 for an additional \$500.00. Pete Engel made a motion to ratify the action of the Board taken between meetings to award the repair contract to Jason Duff Construction, Inc. Al Fassler seconded the motion and it passed unanimously.

The Association's insurance underwriter had requested that the Association have a licensed general contractor inspect and evaluate all landings and steps at Garrett's Run, make recommendations on necessary repairs and submit a time-frame for completion. After discussion and reviewing bids obtained from Steve Marks Construction, Space Coast Property Management and Jason Duff Construction, Inc., Al Fassler made a motion to award the contract to Steve Marks Construction in an amount not to exceed \$500.00 contingent upon completion of the inspections and receipt of a written report within three (3) weeks. Pete Engel seconded the motion and it passed unanimously.

After reviewing bids obtained by the Manager for gutter covers, it was agreed to table the issue.

Pete Engel presented information he & Al Fassler had obtained on the replacement of the treadmill in the gym. It was reported that this piece of equipment could only be replaced with a commercial grade treadmill and after reviewing previous bids obtained for this equipment, Pete and Al agreed to take this as an action item.

Pete Engel reported during a January windstorm, the maintenance area tarp had been blown off and that after evaluating the damages, he felt that the necessary repairs could be made in-house. It was agreed that he would obtain prices for the necessary parts and SCPM would check to see if they could get the parts at a better price through their vendors. Once the necessary parts were obtained, Pete Engel, Pete Cassese and Tony would initiate the repairs.

Al Fassler reported that Anita was handling the cleaning out of the racquetball court.

It was agreed that the Board would consider the implementation of a parking decal and photo ID system at the next meeting.

Sue Kelly presented a letter regarding her past due account which had been referred to legal counsel. She acknowledged that she missed a payment in September 2007; however, she noted that it was not intentional and an oversight & requested that the Board waive all late fees & attorneys fees. After discussion, the Board agreed to take the issue under consideration.

With no further business to be conducted, Al Fassler made a motion to adjourn the meeting, Pete Cassese seconded the motion and it passed unanimously. The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Susan D. LaRocca, Association Manager  
For the Board of Directors  
Garrett's Run \ A Condominium