

GARRETT'S RUN CONDOMINIUM ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
JANUARY 27, 2011 – 7:00 P.M.
GARRETT'S RUN CLUBHOUSE

Pres. Kathie Heisey called the meeting to order at 7:00 p.m. Present were Pres. Kathie Heisey, Treasurer Hattie Martin, Secretary Marion Geiger, Directors Pete Engel and Al Fassler were present. Vice President Fred Sahlstrom was absent. A quorum of the Board was present. Susan LaRocca of Space Coast Property Management of Brevard was present.

Pete Engel made a motion to approve the December 14, 2010 Board of Directors & Budget Approval Meeting as presented. The motion was seconded by Marion Geiger and passed unanimously.

Hattie Martin presented the Treasurer's Report for November & December 2010. She reported that as of November 30th, the Association had \$40,090.29 in the Operating & Insurance accounts and \$217,710.62 in Reserves and as of December 31st, 2010 the Association had \$49,827.80 in the Operating & Insurance accounts and \$222,390.94 in Reserves. Hattie reported that in December, the Association received \$10,329.50 in reimbursed legal fees for the arbitration on the unapproved alteration of the limited common elements in Unit 112. She informed the members that the Association ended the 2010 Fiscal Year \$32,913.86 under budget. Marion Geiger made a motion to accept the Treasurer's Report. Al Fassler seconded the motion and it passed unanimously.

It was noted that although Accounts Receivables still remain high, Hattie Martin reported that in December the Association collected outstanding monies on five (5) accounts and that the Board & Management continue to work with legal counsel to collect all possible monies due. Susan presented an updated Legal Status Report and Aging Extended as of January 27, 2011. After discussion, Al Fassler made a motion to authorize Clayton & McCulloh to proceed with collections on Account #20205. Hattie Martin seconded the motion and it passed unanimously.

Susan reported that she had submitted a roof warranty claim to Tamko for each of the remaining eight (8) buildings and that Tamko is still processing the warranty claims. She reported that the Association had all sidewalk & asphalt repairs previously authorized by the Board; however, she reported that the parking lot in front of the 900 Building is flooding. It was noted that the 200 & 300 Building parking lots are also experiencing some flooding issues. She requested Board approval to prepare an RFP to repair the parking lot pavement/asphalt in these areas in a manner similar to the repairs done in front of Buildings 700 & 800. After discussion, the Board agreed by consensus to authorize the Manager to prepare the RFP & go out for bids for the repairs to the parking lots in the three areas.

The Manager presented a diagram which marked the areas in the parking lots which had irrigation available. Al Fassler informed the Board that he had met with Josh Moore from Bluebell who suggested that the Association consider planting palms in the parking lot islands. He also suggested to the Board that the Association needed to add plants to improve the appearance of the community to hold & increase property values.

Pete Engel informed the Board that he had been looking into purchasing a pressure washer for the Association and he noted some of the work that the pressure washer can accomplish (i.e. cleaning the sidewalks, pool area & buildings up to the banding board) and some of its limitations. He reported that he had located a commercial grade, 4,000 psi, 13 hp pressure washer with a 50' host and wand (with a 6 month warranty on the engine and 1 year warranty on the pump) for \$599.00 from American Pressure Washing Systems and that this company is also repairing the Association's sidewalk

attachment. After discussion, Al Fassler made a motion to approve the expenditure of \$729.27 for the purchase of the new pressure washer & repairs to the sidewalk washing attachment. Marion Geiger seconded the motion and it passed unanimously. It was noted that the maintenance staff would use the pressure washer as a part of their maintenance responsibility. To facilitate the pressure washing, Susan will have the Maintenance staff check each building for an Association faucet. If an Association faucet is not available, arrangements would be made with an owner in each building to use their water supply and reimburse them for the expense.

The Manager had requested that Josh Ranew make a presentation to the Board on the new Wind Mitigation Forms #1802 being required by the individual homeowner's insurance companies and the costs involved in obtaining new wind mitigation forms. After discussion, it was agreed to table the issue until the next Board meeting. It was noted that any owner can obtain copies of the current wind mitigation forms from Management.

Susan presented the Board with the RFP that she had sent out to obtain bids for the repairs to the fascia/siding on the stairwells. After reviewing the two bids received, it was noted that the bids were extremely close at \$34,700.00 with the only difference being the quote from Jason Duff which included Option 1 - the use of James Hardie Board as an alternate to T-111 to extend the life of the repair. After discussion, the Manager was asked to contact both vendors to ask if they could possibly lower their bids and ask SuperStructures if, in addition to lowering their bid, they would use James Hardie Board for the repair and at what additional cost. It was agreed that Susan would keep the Board informed and that based on the information received; the Board would award the bid as an Action In Between Meetings. Hattie informed the membership that the Board had discussed the cost of this required work and considered increasing the monthly assessment to raise the funds to pay for the work, but decided that it would be better and less of a financial burden for owners if they raised the funds through a special assessment which will include several payment options.

The Board presented to the membership the meeting protocols listed in Florida Statute 718, which specifies that Board meetings where a quorum of the Board is present are open to all owners, that owners may speak only on agenda items and that the Board can establish time limitations and restrictions on owners participation at Board meetings. Although F.S. 718 requires that 20% of the membership petition the Board to have an item put on the agenda, if an owner delivers a request in writing to the Board or Management two (2) weeks prior to the meeting, the Garrett's Run Board has agreed to place the item on the agenda for Board discussion.

Al Fassler made a plea for any interested owners to volunteer for the committee being established to prepare amendments to the Garrett's Run Governing Documents to strengthen the Association's enforcement ability. It was noted that to date only Pat Engel, Marion Geiger and Al Fassler had volunteered to serve on the committee to prepare amendments.

With no further business to be conducted, the meeting was adjourned at 9:01 p.m.

Respectfully submitted,

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

GARRETT'S RUN CONDOMINIUM ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
FEBRUARY 24, 2011 – 7:00 P.M.
GARRETT'S RUN CLUBHOUSE

Pres. Kathie Heisey called the meeting to order at 7:02 p.m. Present were Pres. Kathie Heisey, Treasurer Hattie Martin, Secretary Marion Geiger, Directors Pete Engel and Al Fassler were present. Vice President Fred Sahlstrom was absent. A quorum of the Board was present. Susan LaRocca of Space Coast Property Management of Brevard was present.

Pete Engel made a motion to approve the January 27, 2011 Board of Directors Meeting as presented. The motion was seconded by Al Fassler and passed unanimously.

Hattie Martin presented the Treasurer's Report for January 2011. She reported that as of January 31st, 2011 the Association had \$52,211.79 in the Operating & Insurance accounts and \$227,098.91 in Reserves. Hattie reported that the Association was operating within budget. Marion Geiger made a motion to accept the Treasurer's Report. Pete Engel seconded the motion and it passed unanimously.

It was noted that although Accounts Receivables still remain high, Hattie Martin reported that the Association continues to work with legal counsel to collect all possible monies due. Susan presented an updated Legal Status Report and Aging Extended as of February 22, 2011. After discussion, it was agreed that the Manager would ask Clayton & McCulloh for a disbursement of any monies they have collected. Al Fassler requested that Clayton & McCulloh give the Association an idea on when we could expect a resolution to collection of the monies due on Account #20240 and if the owner is paying her mortgage, insurance or electric. Al also requested that the Manager ask Clayton & McCulloh if John Blake, the owner of #406, can be charged with violation of Florida Rental laws for his failure to pay Association fees & follow Association procedures in renting out his property.

Susan reported that she had submitted a roof warranty claim to Tamko for each of the remaining eight (8) buildings and that Tamko informed her that they are still processing the warranty claims. Al Fassler requested that Maintenance paint several parking lot lines as a test to determine if staff could repaint the parking lot lines or if the Association should contract the work out. Susan reported that Massey had performed their annual termite inspection and reported back that the property around the buildings had been cleaned up & looked great. She presented the Board with a copy of the Board's response to the owner of #909 requesting reimbursement for A/C expenses.

She reported that the Association had prepared a Request for Proposals and obtained bids for the repair of the parking lot in front of the 900, 200 & 300 Buildings in a manner similar to the repairs done in front of Buildings 700 & 800. Due to the wide variance in the bid prices and the bids being submitted in two different formats, Al requested that the Manager rewrite the bid proposals to include the option for drilling of weep holes as a possible solution to the drainage problems. Pete Engel gave Susan the name of another contractor to bid on the work. After discussion, the Board agreed by consensus to authorize the Manager to prepare a new RFP to go out for bids for the repairs to the parking lots in the three areas, submit sealed bids to the Association office and only bids submitted on the RFP form will be accepted.

Kathie Heisey informed the Board that Cathy Griffith had submitted her resignation from the Landscape Committee. Susan reported that Bluebell had completed their annual leaf pick up and that a Board Member had walked the property to concur that the work had been completed. Al Fassler informed the Board that he had been discussing possible plant landscaping options to improve the

appearance of the community and he detailed some of the options which included the planting of small palms in the parking lot islands and hedges & flowering plants at the Clubhouse. After discussion, it was agreed that he would obtain prices for the various options and that that the Board would approve the expenditure of funds as an Action between Meetings.

Pete Engel informed the Board that he had purchased the pressure washer and that he had located the Association's "Billy goat" which is a machine used to pick up leaves. He noted that it needed repairs and that someone would have to transport it to the repair shop.

At the January Board Meeting Josh Ranew had made a presentation to the Board on the new Wind Mitigation Forms #1802 being required by the individual homeowner's insurance companies and the costs involved in obtaining new wind mitigation forms. Consideration of this issue was differed until the February Board meeting. After discussion, Pete Engel made a motion to authorize the Association to proceed with new wind mitigation forms at a cost of \$60.00 per building. Hattie Martin seconded the motion and it passed unanimously. It was noted that any owner can obtain copies of the current wind mitigation forms and new mitigation for when available from Management.

As requested the Manager had revised the Request for Proposals for the repairs to the fascia/siding on the stairwells to include the option for the use of James Hardie Board and requested that the contractors submit their lowest possible bid. She presented the bids to the Board. Pete Engel had reviewed the list of stairwells to be repaired and revised the list – reducing the number of stairwell gables to be repaired by at least 1/3. Pete Engel gave Susan the name of another contractor to bid on the work. After discussion, it was unanimously agreed that the Manager would rewrite the RFP to obtain bids for repairs on only those stairwells on Pete's list, submit sealed bids to the Association office and only bids submitted on the RFP form will be accepted.

Al Fassler informed the members that a committee was attempting to prepare amendments to the Garrett's Run Governing Documents to strengthen the Association's enforcement ability and rental restrictions. It was noted that the committee composed of Chairwoman Pat Engel, Marion Geiger, Stacy Jordan and Al Fassler would be meeting with the Manager at 10:30 am on Tuesday, March 1st to discuss these amendments and that any owners would be welcome to attend.

With no further business to be conducted, the meeting was adjourned at 8:30 p.m.

Respectfully submitted,

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

GARRETT'S RUN CONDOMINIUM ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
MARCH 24, 2011 – 7:00 P.M.
GARRETT'S RUN CLUBHOUSE

Pres. Kathie Heisey called the meeting to order at 7:04 p.m. Present were Pres. Kathie Heisey, Treasurer Hattie Martin, Secretary Marion Geiger, Directors Pete Engel and Al Fassler were present. Vice President Fred Sahlstrom was absent. A quorum of the Board was present. Susan LaRocca of Space Coast Property Management of Brevard was present.

Pete Engel made a motion to approve the February 24, 2011 Board of Directors Meeting minutes as presented. The motion was seconded by Al Fassler and passed unanimously.

Hattie Martin presented the Treasurer's Report for February 2011. She reported that as of February 28th, 2011 the Association had \$41,961.06 in the Operating & Insurance accounts and \$231,803.01 in Reserves. Hattie reported that the Association was operating within budget. Marion Geiger made a motion to accept the Treasurer's Report. Al Fassler seconded the motion and it passed unanimously.

Susan presented an updated Legal Status Report and Aging Extended as of March 23, 2011. It was noted that although Accounts Receivables still remain high, Susan LaRocca that the Board & Management continue to work with legal counsel to collect all possible monies due. On Wednesday, March 23rd, the Board had presented a list of questions for the Manager to present to legal counsel for response. Al noted that one owner who was currently over \$16,327.50 in arrears was living in her unit and was working. He asked the Manager to inquire what Legal Counsel was doing about the collection of delinquent monies from this owner, why was the owner permitted to continue to live in the community without paying dues and could the Association garnish her wages.

Management had sent out bid packages to three (3) companies for the parking lot & asphalt repairs to the 200, 300 & 900 buildings. At their workshop on March 23rd, the Board of Directors opened the bids it had received from SuperStructures of Florida in the amount of \$13,185.00 and Jason Duff Construction in the amount of \$6,500.00 for the parking lot & asphalt repairs. After discussion, Al Fassler made a motion to award the bid to Jason Duff Construction in the amount of \$6,500.00 for repairs to the 200, 300 & 900 building parking lots. Hattie Martin seconded the motion and it passed unanimously.

Susan reported that she had submitted a roof warranty claim to Tamko for each of the remaining eight (8) buildings & the clubhouse, she had contacted Tamko, they informed her that they settled the claims on March 1, 2011 and mailed the settlement information to the Association; however, as of the date of the meeting she had not received the settlement paperwork.

Al Fassler presented the report of the Landscape Committee. He informed the Board that top soil & new landscaping had been planted at the front of the Clubhouse and a new spigot had been installed at to provide an additional source of water to supplement the sprinkler system. Additional landscaping had been planted at the entrance by the 900 building and 9 palms had been planted in the parking lot islands. Bluebell had installed weep hoses around the new landscaping. He noted that St. John's River Water Management District permits the Association to water new plants daily and that Bluebell had adjusted the irrigation system timers to provide additional water. He requested that the maintenance personnel provide additional water to the plants around the clubhouse and each of the islands. Al reported that the Landscape Committee was also looking at new wooden signs.

It was noted that in addition to their regular maintenance tasks, Glen & Tony were painting the parking lot lines. Pete Engel informed the members that when that project was completed, maintenance staff would begin pressure washing and will pressure wash areas as prioritized by the Board.

Management had mailed out bid packages to four companies for the fascia/siding repairs at Garrett's Run. On Wednesday, March 23, 2011 the Board opened bids from Jason Duff in the amount of \$29,500.00 and SuperStructures in the amount of \$34,700.00 for the repairs to the fascia/siding on the stairwells with T-111. It was noted that the Board would need to have a Special Assessment to fund this necessary work. Hattie reminded the membership that the Board had discussed the cost of this required work and considered increasing the monthly assessment to raise the funds to pay for the work, but decided that it would be better and less of a financial burden for owners if they raised the funds through a special assessment which will include several payment options. Pete Engel suggested that the Board consider the use of vinyl siding as an alternate to the T-111 or James Hardie Board as bid and that the use of vinyl siding might provide a substantial cost savings. After discussion of the requirement to have a membership vote on the use materials which would constitute a material alteration, that this vote would require a 75% affirmative vote to approve the material alteration, the uncertainty of whether the use of vinyl siding would be at a significant cost savings and the necessity of proceeding with this work, Al Fassler recommended that the Association perform the repairs with T-111 as bid, with the project being divided into two phases to split the cost into two smaller special assessments. It was agreed by consensus that the contract for the repairs be awarded to Jason Duff with the condition that the work be divided into two phases with the 1st phase completed in April or May, the 2nd phase in January 2012 and while it was acknowledged that there might be a slight price increase, the award of the contract was contingent upon the contractor's agreement to splitting the work into two phases and keeping any additional costs to a minimum. It was agreed that Susan would contact Jason Duff with the Board's proposal and that based on the information received back from Jason; the Board could award the bid as an Action In Between Meetings.

Chairwoman Pat Engel updated the membership on the two amendments being proposed to the Board by the Committee which would strengthen the Association's enforcement ability by allowing the Association to assess fines for violations of the governing documents and provide for a move-in/move-out deposit for damage to the common elements and limited common elements. There had been a discussion on proposing several rental restrictions; however, the Committee decided to table those proposed amendments. The Manager was asked to determine the total legal fees incurred in the preparation of last year's amendments, as well as the mailing costs. Kathie informed the members that the amendments would not be voted on at the April 2nd Annual Meeting and that the Board would call a Special Membership Meeting to the vote on the amendments.

With no further business to be conducted, the meeting was adjourned at 8:07 p.m.

Respectfully submitted,

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

GARRETT'S RUN CONDOMINIUM ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
APRIL 28, 2011 – 7:00 P.M.
GARRETT'S RUN CLUBHOUSE

Pres. Kathie Heisey called the meeting to order at 7:00 p.m. Present were Pres. Kathie Heisey, Treasurer Hattie Martin, Secretary Marion Geiger and Directors Pete Engel. Director Al Fassler was present via speaker telephone. A quorum of the Board was present. Susan LaRocca of Space Coast Property Management of Brevard was present.

Al Fassler made a motion to approve the March 23, 2011 Board Amendment Workshop and March 24, 2011 Board of Directors Meeting minutes as presented. The motion was seconded by Pete Engel and passed unanimously.

Hattie Martin presented the Treasurer's Report for March 2011. She reported that as of March 31, 2011 the Association had \$38,260.45 in the Operating & Insurance accounts and \$236,513.34 in Reserves. Hattie reported that the Association was operating within budget. Pete Engel made a motion to accept the Treasurer's Report. Marion Geiger seconded the motion and it passed unanimously.

Unfinished Business:

Susan presented an updated Legal Status Report and Aging Extended as of April 28, 2011. It was noted that although Accounts Receivables still remain high, Susan LaRocca that the Board & Management continue to work with legal counsel to collect all possible monies due. Al & Pete informed the membership that they had attended a recent Clayton & McCulloh seminar and received some answers to questions regarding collections and legal procedures. After reviewing the Clayton & McCulloh Collection Status Update, Pete Engel instructed the Manager to inform Sonia Bosinger that Clayton & McCulloh was more than two (2) months behind in updating the report with any significant new information.

Susan reported that she had obtained a request for Board approval to lease Unit #907 and that based on responses from the Board I informed the realtor that the lease application for Unit #907 had been denied – owner is now trying to pay the balance due and C&M is giving him the total amount due. Owner has intimated that he may place the tenant in the unit even if the Association doesn't approve lease and Susan informed him that the Association would take him to court to evict the tenant at his expense.

Susan informed the Board that the new wind mitigation reports have been received for each building and that notice will be sent to owners along with notice of the Special Assessment to inform them of the availability of these reports.

The Manager reported that Jason Duff Construction had completed the parking lot & asphalt repairs to the 200, 300 & 900 buildings. Pete noted that there were several areas where Shorty had marked which needed to have weep holes drilled that had not been completed and Susan reported that these were not areas that were included in the original bid drawing that was awarded to the contractor. She informed the Board that she would ask the Contractor for a price to drill these additional weep holes. Susan will inspect the project for additional work to be completed.

Pete Engel made a motion to ratify the action between meetings to award the contract to repair the fascia/siding of the stairwell gables to Jason Duff in the amount of \$29,500.00. Hattie Martin seconded the motion and it passed unanimously. The Board requested that the Manager & Todd Foley from Space Coast Property Management inspect the work to insure that the project is being completed according to the bid specifications and code.

The Board and Management discussed the status of current maintenance projects and it was agreed by consensus that the Board would establish the priority list for items to be accomplished, that only one individual should be giving instruction to the maintenance personnel and that they required additional supervision from the Manager. The following specific projects were discussed:

- **Painting of Parking Lot Lines** – It was noted that in addition to their regular maintenance tasks, Glen & Tony were painting the parking lot lines. Shorty is working on completing the lines by the 900 building. Based on the amount of time he’s been able to work on this project with the regular maintenance activities and interruptions, he estimates that it will take 4-5 more days to complete the lines in the parking lot closest to the buildings (averages 5-7 per day). Not performing any other maintenance work, Shorty estimates that he could complete 15-20 in a normal day on the property (5 hrs.) – Al felt that this work was not being completed quickly enough and that it needed to be expedited.
- **Power Washing, Buildings, sidewalks, pool pavers** – Shorty has completed cleaning the pavers at the pool & placed the sand under the pavers to raise them in the area directed. He has completed the pressure washing of the 400 building & portions of the 300 building as directed by Pete Engel. It was noted that some of this work is being accomplished during designated office hours with Shorty putting a note on the door indicating that he is working out on the property. Pete, Al and Hattie all agreed that the pool paver repairs had not been completed and that Susan needed to discuss this issue with Maintenance. Pete also noted that the pressure washing was not being performed satisfactorily and that Shorty needed to use some initiative in performing his work. Pete recommended that Shorty use some bleach or detergent to obtain better results and that Shorty should have thought of this solution to obtain the best results.
- **Billy Goat Usage** – Susan reported that Shorty has not used it this week because of his other work assignments he has not had the time. Pete recommended that Shorty establish a routine of cleaning the curb by a different building every 4th day (like a “round robin”) thereby accomplishing the cleaning the curbing around the property at least once a month. Hattie recommended that the Manager put out a notice to all owners recommending that they get into the habit of parking 2 ft. back from the curb to allow for the billy goat to clean the area adjacent to the curb with a vehicle parked in the parking space.
- **Last Palm Tree Planted** – Shorty planted the last robillini two (2) weeks ago and informed the Manager that he has watered the palms regularly. Al disagreed that the palms were being watered regularly and requested that the Manager stress to Shorty that he must water the palms at least three times a week. Susan informed the Board that she will talk to Shorty and that she will investigate other watering options.
- **A/C Controls** – Susan presented a bid she obtained from Marrs A/C in the amount of \$595.00 to move the A/C thermostats into the office and install sensors in the Clubhouse & Exercise Room. Al Fassler made a motion to award the contract to Marrs A/C to move the A/C thermostats into the office and install sensors in the Clubhouse & Exercise Room. Marion Geiger seconded the motion and it passed unanimously.
- **Roof Warranty Claim – Per Square Quotes** - Susan had prepared a spreadsheet of the Tamko Roof Warranty Claim settlement and as requested by the Board obtained prices on the per square roof replacement quotes. She contacted three (3) licensed roofing vendors, informed them that we had submitted warranty claims on the shingles of each of the buildings, that we had received credits for new Tamko shingles and requested that each of them give me a price per square to tear off the old shingles & replace with new shingles including any & all other items that are customarily & routinely required in roof replacement (i.e. underlayment, boots, stacks, vents etc.) The following bids were received:

<u>Date</u>	<u>Contractor</u>	<u>Price Per Square</u>	<u>Add'l Labor</u>
4/13/11	Jason Duff Construction	\$175.00	\$42/hr.
4/15/11	SuperStructures of Florida	\$211.00	N/A
4/19/11	Mike Willis Roofing & Construction	\$200.00	\$45/hr.

It was noted that the warranty claims are only good for one year from the March 1, 2011 date of issue, After discussion it was unanimously agreed that in addition to having the best knowledge of the existing roof condition and required repairs, the bid from Jason Duff Construction was the best bid and the Manager was instructed to obtain a quote from Jason for the reroofing of the four (4) buildings in the worse condition: Buildings #800, #300, #100 & #900 so that the Board can evaluate & decide on the re-roofing options based on the warranty claim, estimated costs & reserve funds available.

- **Report from the Landscape Committee** –No report.
- **Proposed Amendments to Governing Documents – Prior Costs** - As requested, Susan reported that the costs incurred by the Association to amend the documents last year was \$4,711.05 (legal costs, notice/printing & recording new docs.)

New Business:

- **Vote on Special Assessment – Fascia/Siding Repairs** – The contract to repair the fascia/siding of the stairwell gables to Jason Duff in the amount of \$29,500.00. Susan had prepared & mailed the Notice of the Board Vote on the Special Assessment to all owners are required by FS 718. After discussion Hattie Martin made a motion to approve a Special Assessment in the amount of \$250.00 for the repair of the fascia/siding of the stairwell gables which would be payable in one lump sum of \$250.00 due by May 15, 2011 or divided into three payments of \$83.00 due on May 15, 2011, \$83.00 due on June 15, 2011 and final payment of \$84.00 due on July 15, 2011 and that a \$25.00 late fee would be assessed on any Special Assessment payment not received by the due date. Al Fassler seconded the motion and it passed unanimously. The Manager will send out notice of the approval of the Special Assessment and payment coupons to all owners on April 29, 2011.
- **Shorty's Light Duty Assignments** – Susan informed the Board that Shorty's light duty limitation is that he is not allowed to lift more than 30 lbs. and that he informed her that his light duty status has not stopped him from performing any work at Garrett's Run nor has he refused to do any requested work. Al noted that Shorty's health has slowed his performance and it was unanimously agreed that Shorty required additional supervision from SCPM.

An owner requested that the Manager instruct Bluebell not to blow leaves into the drains. Another owner noted that the trees behind the 400 building were almost touching the building & needed to be trimmed.

With no further business to be conducted, the meeting was adjourned at 8:20 p.m.

Respectfully submitted,

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

GARRETT'S RUN CONDOMINIUM ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
MAY 26, 2011 – 7:00 P.M.
GARRETT'S RUN CLUBHOUSE

Pres. Kathie Heisey called the meeting to order at 7:00 p.m. Present were Pres. Kathie Heisey, Treasurer Hattie Martin, Secretary Marion Geiger and Directors Pete Engel. Director Al Fassler was present via speaker telephone. A quorum of the Board was present. Susan LaRocca of Space Coast Property Management of Brevard was present.

The Board Meeting Packages had been mailed to Pete Engel & Al Fassler in New York via the USPS on the morning of Monday, May 23rd and both directors reported that they had not received their Board Meeting package; however, neither Pete nor Al had called the Manager to request copies be transmitted electronically so that they would have the information necessary for the meeting.

It was agreed by consensus to differ approval of the April 28, 2011 Board Meeting Minutes until the June 23, 2011 Board Meeting.

Hattie Martin presented the Treasurer's Report for April 2011. She reported that as of April 30, 2011 the Association had \$49,321.43 in the Operating & Insurance accounts and \$238,824.69 in Reserves. Hattie reported that the Association was operating under budget. She also reported that SCPM had sent out coupons for the Special Assessment, that Susan had prepared a spreadsheet reflecting all owners' payments, that 78% of the owners had made a partial payment or payment in full - totaling \$14,947.00, and that a \$25.00 late fee had been assessed on all owners who had not made a payment. Marion Geiger made a motion to accept the Treasurer's Report. Pete Engel seconded the motion and it passed unanimously.

Unfinished Business:

Susan had sent the Board an updated Legal Status Report from Clayton & McCulloh, a list of questions posed to the Attorneys to obtain specific information on the accounts and the response from Sonia Bosinger which was received on Wednesday, May 25th. Pete inquired if the Manager felt that this was a comprehensive response to the questions asked and Susan replied that it while it appeared to be a good response to the questions posed, she did not have a chance to thoroughly review the response from Ms. Bosinger. Susan reported that the Association had received a disbursement of funds in the amount of \$2,500.00 collected from Unit 613. Susan informed the Board that Legal Counsel had received notice of the Bank Foreclosing on Unit #618, so they were advising the Association to monitor the bank's foreclosure and not proceed with Association foreclosure. It was noted that although Accounts Receivables still remain high, the Board & Management continue to work with legal counsel to collect all possible monies due.

Kathie reported that the painting of the parking lot lines is progressing nicely and that they are almost completed. Susan reported that A Affordable Signs is creating a stencil to be used to make the "Visitor" parking spaces.

Susan reported that the Fascia Repair has been completed by Jason Duff Construction and that she has checked all buildings to ensure that the work was completed. The Board requested that Todd Foley also check the work.

Susan reported that Shorty had provided her an update on the work he was performing and that he was pressure washing building 400 – residents of the building informed the Manager that work was not completed and that Shorty still needed to use chemicals to better clean the building.

The Manager reported that Jason Duff Construction had completed the parking lot & asphalt repairs to the 200, 300 & 900 buildings in accordance with the original bid documents & drawings. She reported that the additional areas that had been marked that required weep holes as mentioned at the April Board Meeting were

not a part of the original drawing or original bid awarded to the contractor and that these additional areas had been noted and marked after the original contact scope of work was complete.

Shorty has completed cleaning the pavers at the pool & placed the sand under the pavers to raise them in the area directed. He informed the Board and showed Hattie an area where the new pavers had been placed over an existing drain, which resulting in the area continually loosing sand. Hattie had discussed possible methods of corrected this issue with Shorty, who had 12 years of experience with pavers, and it was recommended that the Association obtain a product called "*Polymerc*" which could be purchased in 40 lb. Bags at a cost of \$20.00 per bag. Al Fassler stated that this was wrong, he informed that Board that he had just completed some work on his pavers and that this was not the correct product to use. He informed the Board & membership that the Association needed to purchase "*Blue Stone Dust*" which was available at any nursery and which would hold the pavers in place. The Board differed to Al's knowledge & advice and Hattie agreed to visit local nurseries and hardware stores to obtain "*Blue Stone Dust*" to use to correct the paver issue.

Kathie inquired of Al in which areas did he have Bluebell install the weepers because in several areas, the plants seem to be suffering. He responded that he had weepers installed in the area in front of the clubhouse and that the sprinklers in the area of the 900 building had been adjusted to adequately water the new plants in the area. It was noted that on a recent visit to the property, SCPM reported to Bluebell that a sprinkler in the area of the 900 building was watering the pavement not the plants and that Bluebell made the necessary correction. Al requested that Susan contact Josh at Bluebell to check the irrigation system to make any necessary adjustments. He reminded the Board & Management that Lowes had given us a 1-year warranty on the plants, not to throw any dead plants away but put them back into one of the stored containers and return for a new plant.

Susan informed the Board that she had sent a letter to Bluebell Lawn regarding the condition of the turf at Garrett's Run and requested some recommendations to improve the grass. She included a copy of her letter in the Board package.

New Business:

As requested at the April Board Meeting, Jason Duff had prepared the quote for the re-roofing of the 900, 100, 800 & 300 buildings so that the Board could evaluate and decide on the re-roofing options based on the warranty claim, estimated costs & reserve funds available. There was some confusion regarding the nature of the roofing to be performed and the Tamko shingle credit & labor credit. After discussion, it was requested that Jason Duff prepare a quote to re-roof all of the buildings and include a time-frame for completion of each building & the total project. Susan informed the Board that Jason Duff was making arrangements to claim the 554 squares of shingles due to the Association in the Tamko Warranty Claim Settlement. Additionally, she reminded the Board that of the original \$39,980.24 in labor credit awarded to Garrett's Run that the labor credit of \$2952.00 for the 800 building had already expired and that the Association had only 9 months left to claim the \$37,028.24 in labor credit for the remaining buildings since the warranty claims are only good for one year from the March 1, 2011 date of issue. The Board agreed to consider an action between meetings for the re-roofing.

Management had obtained four quotes for the Association's insurance for the period of June 6, 2011 to June 6, 2012 and prepared the attached spreadsheet. The bids were:

<i>SJR Insurance</i>	<i>American Coastal Property</i>	<i>\$62,491.45</i>
<i>Ranew Insurance</i>	<i>American Coastal Property</i>	<i>\$68,600.81</i>
<i>Ranew Insurance</i>	<i>Zurich Property</i>	<i>\$62,783.79</i>
<i>Woodson Insurance</i>	<i>Universal Property</i>	<i>\$61,856.00</i>

After discussion, Al Fassler made a motion to award the Association's 2011-2012 insurance to Woodson Insurance. Marion Geiger seconded the motion and it passed unanimously.

Garrett's Run 2011-2012 Insurance Quotes

Coverage	SJR Insurance	Renew Insurance	Renew Insurance	Woodson Agency
Carrier	American Coastal	American Coastal	Zurich	Universal
Property 3%/\$2,500	55,547.00	59,624.00	\$	\$ 51,528.00
General Liability	\$ 5,460.45	Endurance \$ 5,546.63	Endurance \$	Travelers \$ 6,206.00
Crime/Fidelity Bond	* Inc. w/GL	Hartford \$ 411.28	Hartford \$	\$ 621.00
Directors & Officers	* Inc. w/GL	Travelers \$ 1,452.66	Travelers \$	Mt. Vernon \$ 1,814.00
Umbrella Liability	\$ 1,484.00	Greenwich \$ 1,566.24	Greenwich \$	Travelers \$ 1,687.00
TOTAL	\$ 62,491.45 *	\$ 68,600.81	\$ 62,783.79	\$ 61,856.00 **

LAST YEAR'S PREMIUM
\$ 65,770.74

* SJR quote has Fidelity Bond and D&O included with General Liability

** Revised Woodson quote include Crime/Fidelity & Umbrella