

GARRETT'S RUN CONDOMINIUM ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
May 28, 2009 – 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, Board Members Pete Engel, Pete Cassese and Al Fassler via conference call. V. Pres. Fred Sahlstrom, Treasurer, and Alex Schneider were absent. The 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 minutes of the April 23, 2009 Board Meeting as presented. This motion was seconded by Al Fassler and passed unanimously.

Susan LaRocca presented the Treasurer's Report and reported that as of March 31, 2009 the Association had \$39,695.75 in the Operating & Insurance accounts and \$158,219.39 in Reserves. It was noted that there continues to be improvement in the collection of the Accounts Receivables. Al Fassler made a motion to accept the Treasurer's Report. Pete Engel seconded the motion and it passed unanimously.

Susan LaRocca updated the Board on the accounts receivable. The Manager had received a request from Clayton & McCulloh for a payment plan for the owner of #508. After discussion, Pete Engel made a motion to approve the payment plan with the caveat that if the owner is late or misses any payment, the account immediately proceeds with collection. This motion was seconded by Al Fassler and passed unanimously. The Manager had received a request from the owner of #205 for the Board to waive \$750.00 in late fees. After reviewing copies of statements and the 14-day letter mailed to the owners which documented their delinquent account, Pete Engel made a motion to deny the request and not to waive any late fees for Account #20153. This motion was seconded by Al Fassler and passed unanimously.

The Manager presented a copy of the "Notice to Owner" that had been filed by the company that provided the concrete for the recent pavement work performed by Superstructures notifying the Association that the supplier had not yet been paid for the materials. She contacted Prestige Concrete and verified that as of 5/28/09, the Contractor had not paid for the materials. Al Fassler agreed to contact Superstructures to request immediate payment to all subcontractors and material providers and he will request Release of Liens.

Susan LaRocca distributed a copy of the May 22, 2009 letter sent to Assistant Chief Doug Carter requesting the longest possible extension on the deadline date to complete the fire alarm installation. She also provided the Board with a copy of the violation letter sent to the owners of Unit #613.

The Manager presented the three bids that had been received for the repairs to the landings & steps. The following bids were received for the repairs of items designated #1 & 2 in severity on Steve Marks Inspection Report dated March 19, 2009, including an evaluation of the damage, make recommendations on necessary repairs, nature of the repair and submit a time-frame for completion: Superstructures of Florida \$17,900 - \$25,300.00, Jason Duff Construction \$36,410 – which included repairs to stairwell #807 & 808 not indicated in the original inspection, and R.L. Haines \$41,793.00. After reviewing the bids and the different repair methods, it was agreed by

consensus to ask Todd Foley of SCPM to prepare a Scope of Work and ask the Contractors to rebid the work. It was also requested that he “fast track” this work.

The Board had received the bids from Jason Duff Construction and Superstructures for the repairs to the buildings’ roofs. It was agreed by consensus to table the bids until a warranty claim had been submitted to the manufacturer of the shingles, Tamko, for the deteriorating shingles on the roof. The Manager had obtained the paperwork for filing the warranty claim; however, the Association would need to take additional pictures and remove two rows of damaged shingles to submit as a part of the warranty claim. The Manager reported that the owner of #509 had again reported a leak in his unit and she requested authorization to have emergency repairs made. Pete Engel made a motion to authorize the Manager to contract Jason Duff to perform the necessary repair to Unit 509 and obtain the photographs & shingles for the Tamko warranty claim. This motion was seconded by Al Fassler and passed unanimously.

Susan LaRocca reported that she had to have emergency roof/gutter repairs made to stop a leak at Unit 108 at a cost of \$300.00.

As requested, Susan LaRocca prepared the list of realtors in the area sent a letter reminding them of the Association’s right to review & approve leases and sales. Kathie Heisey reported that with the aid of Cathy Griffith, Sal Ferraro and Fred Sahlstrom, they had been able to distribute a significant number of the Updated Rules & Regulations to Owners/Tenants. Susan reported that the Office is preparing a list of all residents who have signed for & received the Rules & Regulations.

The Manager updated the Board on the Annual Meeting scheduled for June 6, 2009. It was noted that because only one candidate, Catherine Griffith, had volunteered to serve on the Board of Directors, an election was not required and there would remain one vacant seat on the Board..

Pete Engel made a motion to ratify the Action in lieu of a meeting to award the contract to All Pro Gutters & Shutters in the amount of \$200.00 to install three (3) gutter downspout extensions to the 900 building. This motion was seconded by Al Fassler and passed unanimously.

The Manager presented the insurance renewal quote from Ranew Insurance for the 2009-2010 Property, General Liability, Crime, Umbrella and Directors & Officers. Pete Engel made a motion to accept the quote and award the insurance renewal to Ranew Insurance in the amount of \$65,981.12. Al Fassler seconded the motion and it passed unanimously.

Theresa Vasquez complained about the dog poop and owners walking their dogs in the common areas in violation of the Rules & Regulations. After discussion, Pete Engel made a motion to authorize the Manager to purchase four (4) “Designated Dog Walk Area” signs to be posted in the area adjacent to the drainage ditch. The signs are to be posted in the designated area opposite the end of the walkways. Al Fassler seconded the motion and it passed unanimously.

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 8:55 p.m.

Respectfully submitted,

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