

**GARRETT'S RUN CONDOMINIUM ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**JANUARY 31, 2008 – 6:00 P.M.**  
**GARRETT'S RUN CLUBHOUSE**

Pres. Jane Hamilton called the meeting to order at 6:00 p.m. with V.P. Marion Gieger, and Sec. Cathy Griffith and Treas. Kathy Hiesey present. The quorum was met. Twenty-eight homeowners were present, along with representatives of our management company, Space Coast Property Management of Brevard.

Marion Gieger moved to accept the minutes of November 29, 2007 Board Meeting and the December 30, 2007 Board Budget Approval Meeting. Kathy Hiesey seconded the motion and it was unanimously approved

Jane Hamilton informed the members present that the Board had received and reviewed the bids from four (4) insurance agents for the Association's insurance, which expires on February 2<sup>nd</sup>, 2008. After reviewing the bids and because of time constraints, the Board voted in an Action-in-Between Meetings to accept the bid from Ranew Insurance for the Association's Property, General Liability, DIC, Crime/Fidelity Bond, Umbrella Liability, Directors & Officers insurance in the amount of \$83,940.68. Cathy Griffin made a motion to ratify the award of the Association's 2008 Insurance to Ranew Insurance. Marion Gieger seconded the motion and it passed unanimously. Jane introduced Barry & Josh Ranew to the member present and both Barry & Josh assured the members that either of them would be available to service the account when needed. Cathy Griffin requested that they supply the Manager with a card that can be posted in the Office and bulletin board so that the Owners have contact information.

Susan LaRocca reviewed the treasurer's report. The board discussed the Accounts Receivables and management reported on the accounts that had received 14-day letters and those accounts sent to the attorney for collection at the direction of the Board for accounts, which are 60 or more days in arrears. Kathy moved to accept the report, Cathy seconded the motion, and the motion was approved. Susan reported that once the December bank statements had been received and reconciled, the \$25,390.41 would be transferred back to the reserves from the operating.

It was requested that the following items be tasked to SCPM maintenance: 1) check the timer & run the fountain 6 hours per day; 2) check all sprinkler heads & timers; 3) check & clean all light globes (particularly on landings & at the entrances) 4) complete the cleaning of all storage rooms & if completed, remove the signs; 5) create a list of all lights on the property that need to be repaired/replaced – order & install lights; 6) survey the property and make a list of all areas needing attention (i.e. grass in front of 700 Building); 7) check & fix oozing sprinkler by #306; 8) paint all trim after it has been installed & all stairs after they are repaired; and 8) post days & hours of each staff member on property.

SCPM reported that they had sent a final demand letter to Ameri-Serv, Inc. – South informing them that unless the Association received a immediate accounting of the monies, a response to the prior correspondence and multiple messages left at the telephone number listed on the equipment on the property by February 15<sup>th</sup>, the electricity to the car wash/vacuum will be disconnected and the equipment will be removed. Jane suggested that the Association should consider purchasing the equipment and running the operation with all funds going directly to the Association.