

BOARD of GOVERNORS

Board Members Meeting

Capri Isle Gardens #2 Condo Association

Thursday, October 26, 2017

The meeting was held in the common area on the 4th floor. Board members in attendance were Sandi Sprenger, Richard Ellrodt, Frank Cahoon and Debbiee Jones. Board members Hoyt Koon, Carol Repic and Joanne Fidure attended via conference call. Scott Vigney was also in attendance.

Owners in attendance were Peggy Pikalek, Bobbie Buczyna, Miriam Haffey.

I. Call to Order

The meeting was Called-to-Order at 11:07am by President Sprenger.

II. Budget Report:

- Richard read the budget report for 2018 and indicated our 10-year land lease is set to expire next year, and we could be in store for a 22+% increase. The neighboring property (w/s) of ours had a 20% increase. Changes to the CPI in 2018 will be based on cities the government selects, and at this time we don't know how that will affect us.
- We've received bids to replace the 6-water shut-off valves due to a few broken handles and can only be turned via a wrench. These need to be replaced so we don't duplicate the issue we had with the leak in unit 102.
- We're inquiring and getting bids to determine if we can re-pipe the building so each unit has their own turn-off switch.
- Richard stated the 2018 draft budget hasn't been completed yet.

III. Post Storm Damage:

- Terry replaced the emergency lights which were destroyed during the storm.
- Roof issues: There's appx. 40-50 shingles that need replaced. We were fortunate to have a roofer tarp the roof the day after the storm, so now we're in a holding pattern to have them return to do the repairs.
- We're also obtaining bids to replace the fascia in areas where it was ripped away.

IV. Issues to be resolved:

- Richard, Frank C. & Hoyt inspected all AC's, and made the necessary repairs to ensure all AC's are properly tied and strapped down. An owner complained of noise coming from an AC while trying to sleep, so Richard, Frank & Hoyt checked out all AC's to try to determine the problem.
- Some owners complained of water intrusion in their units after the Hurricane Irma. Scott sent a contractor out to look at the windows (waterside) to determine if caulking was needed around the windows, and he caulked any needed areas. He also applied a substance to window sills that were cracked to stop water intrusion.
- Sandi also had water intrusion in her unit, and had a contractor (Sunbelt) look at her windows (he also surveyed the AC's and roof, and will be submitting bids to repair/replace these as well). While surveying her windows he determined water was leaking into her unit

and he explained the process needed to ensure the window tracks are clog free to allow for proper draining. If any questions on the process, please see Sandi for details.

V. Discussion of planned and new activities:

- Tree trimming – Hoyt and Frank trimmed the trees.
- Maintenance and general upkeep.
- Sprinkler System – Owners are complaining the sprinklers are hitting their cars, so I (Debbiee) has volunteered to look at each sprinkler head in the front and adjust or replace so the water doesn't extend as far as it's currently spraying.
- Emergency procedure plan – An emergency procedure plan will be prepared and put in place.
- A Water shut-off valves procedure will be prepared
- Elevator – The elevator certificate is expired and a replacement one has been requested. The elevator is current, but lacking a current certificate.
- Light – The burned out light on the 3th floor has been replaced.

VI. Open Discussion:

- Keyboard – A procedure will be put in place in the event of an emergency and an owner needs access to the keyboard. The keyboard is not intended to allow owners access to their units due to forgetting their keys, but is needed in the event of an emergency and access is needed into an owners unit while they are not here. Two board members are required to access any unit if the owner is not home.

VII. Motion was made by Sprenger at 12:23pm to adjourn the meeting.