

## BOARD of GOVERNORS

### Board Meeting

#### Capri Isle Gardens #2 Condo Association

Tuesday August 18, 2020

Due to the Coronavirus social distancing was enacted and the meeting was held via teleconference. Board members in attendance were Tony Repic, Lorraine Gray, Richard Ellrodt, Theresa Bonner, Hoyt Koon, Frank Cahoon & Debbiee Jones.

Other attendees were Corey Palmer (Ameri-tech Property Management), and owners Chuck & Peggy Pikalek, Carol Repic, Richard Ban, Sal & Terri Caradonna and Susan Perry.

- **Call to Order**  
The meeting was Called-to-Order at 6:05 pm by President Repic.
- **Determination we have a Quorum**
- **Established Proof of Notice**
- **Board voted to waive the reading of the May 14, 2020 & July 21, 2020 meeting minutes**
- **Report of Governors/Committees**
  - Treasurer's Report on Association Finances – Richard stated we are over budget for July approximately \$6400, but these funds will be replenished as the special assessment dues start to arrive. He stated we need to budget at least 15% over our current insurance rate for 2021. He mentioned there is only one owner briefly behind in their maintenance payment.
    - In the May 14, 2020, meeting minutes the board discussed breaking out the maintenance fee and land lease fee. Richard explained we could do it by breaking the land lease into 3 or 4 payments, whereas the maintenance payment would continue being paid monthly. This was being entertained due to a few owners expressing frustration when trying to sell their units due to the high monthly maintenance fees. The board discussed leaving things as they are and owners selling their units can tell their realtors that we are on a land lease and provide their annual or monthly fee just for the land lease. Folks have this chart in the minutes or if they are unsure of what the break-out would be, they can contact a Board member who could break out the numbers for them. The majority board members voted “**yes**” to leave the Land Lease payment as is. Richard abstained from voting. Debbiee Jones voted “**no.**” All owners attending the meeting voiced a favorable opinion to keep it the same.
- **Old/Unfinished Business**
  - Status on the following:
    - Based on the Special Assessment Meeting, the following contractors have been notified to schedule the work:

- Enterprise Marine (Seawall) – Corey advised the down payment was sent to Enterprise Marine to begin their work.
    - BMCI Contracting (Roof) – A Letter of Intent was sent to BMCI to start the roof work in late Feb. or early March.
  - Special Assessment coupon books have been sent out
  - **Legal:**
    - Comments provided to our legal counsel on Article of Incorporation, awaiting disposition
    - No activity to-date has started on the legal processing against landowner
  - Annual Elevator Inspection was performed on April 30, 2020 by ATIS and it passed. The Paperwork and fee were provided to DBPR to issue a new certificate. Corey posted the new certificate in the elevator on July 10, 2020.
  - On July 28, 2020, Theresa performed a phone interview with the new owner of unit 205.
  - **Repairs:**
    - The 3<sup>rd</sup> floor walkway repairs were completed by Terry Ellis on June 4, 2020.
    - Aqua Pro repaired a cut sprinkler wire on July 17, 2020
    - Palm Tree trimming - Alexanders trimmed the trees on August 10, 2020. Unfortunately, there was miscommunication and they showed up with no prior notice.
    - Theresa, Lorraine, Dan & Frank O. replaced the Washer Door on July 24, 2020. There are additional replacement parts in the maintenance room if another door breaks.
  - Box of Association records being transferred to electronic media - Tony asked Hoyt for a status on the 11 boxes of documents removed from Stevens & Stevens in 10/13/2017. Hoyt, Richard, and Frank C. reviewed the material and condensed it to 1 box. The material was stored on the 4<sup>th</sup> floor locker. Hoyt mentioned he has the receipt for all boxes checked out. Corey confirmed Ameritech is not sending any new items to Stevens & Stevens. The Board will review the process used to request, retrieve, and destroy association records.
- **New Business**
    - Condo Insurance Requirement
      - Corey is working with our insurance agent and legal on “loss payable clause” as referenced in the 99-year lease. Corey advised the insurance company needs the legal name & FEIN number, which he will need to email the attorney to obtain.
    - Start 2021 Budget Process
      - It is that time of year to start composing next year’s budget. Reviewing each budget entry based on historical trends, and projected work activity in 2021.
      - Reserve Study Repair Items – Tony stated we should begin thinking about repairs to be done around the building in 2021. Numerous items are listed in the Reserve Study to choose from. We cannot do everything, but some of the items are in desperate need of being done and have been discussed in prior board meetings. Examples are:

- Patio door replacement. This was discussed in Feb. 2018 and should be discussed again in 2021.
  - Patio tables and benches replacement.
  - Walkway Epoxy Aggregate Surface. This was discussed in April 2019 and should be discussed again in 2021.
  - Exterior wall mount lights (6 have been replaced on the first floor at owner's expense. Same style/color, except they are LED lights. Aluminum housing with glass. Cost is \$20 per light. Association could buy them and pay Terry to install the rest them. The penthouses do not have the same style light, so they would need to be researched.
- **Open Discussion** – No comments were made.

**The next Board Meeting will be held via conference call on October 6, 2020 at 6pm.**

**Motion was called to adjourn the meeting at 7:06 pm.**