

BOARD of GOVERNORS

Board Members Meeting

Capri Isle Gardens #2 Condo Association

Wednesday February 26, 2020

The meeting was held on the 4th floor breezeway. Board members in attendance were Tony Repic, Lorraine Gray, Richard Ellrodt, Theresa Bonner & Debbiee Jones. Frank Cahoon & Hoyt Koon attended via conference call.

Other attendees were Corey Palmer (Ameri-tech Property Management), and owners Gisela Sitz, Art Jasinauskas, Gail Kruetzman, Sal & Terri Caradonna, Cliff & Karen Griffin, and Ken Robertson.

- I. **Call to Order**
The meeting was Called-to-Order at 6:00 pm by President Repic.
- II. **Determination we have a Quorum**
- III. **Established Proof of Notice**
- IV. **Waived Minutes of the last Board Meeting (December 10, 2019)**
- V. **Report of Governors/Committees**
 - Richard read the Treasurer's report. One (1) unit is in the arrears, so the discussion was implementing the collecting process.
 - Discussion followed, was this process of collecting communicated to the Association.
- VI. **Old/Unfinished & Closed Business:**
 - Ratifying the following Board decisions for Authorized Expenditures:
 - Alexander's Property Maintenance trimmed 31 palm trees on 2/19/20. They also cut down 2 trees that were very close to the building (waterside). Removing the 2 palm trees will alleviate them causing damage to units in the future.
 - Rueben Clarson Consulting came out on 2/14/20, to re-evaluate the seawall. We're awaiting their findings report along with their recommendations of the seawall to determine the Board's next steps.
 - Specialized Installation & Services came out on 1/29/20 to remove damaged and install new metal fascia. The board approved their quote back on 2/5/20, to remove additional damaged metal fascia and replace with new metal fascia. Repairs have not been completed to-date.
 - FAST replaced the elevator cab lights on 2/26/20.
 - FAST also came out to scope a camera down the stack for units 110 & 111 due to both units having back-ups in their units.
 - 2020 Kayak Fees – Corey indicated all paperwork has been received & all dues paid.
 - Spectrum had been overcharging for our Cable TV & Internet services, but the February invoice shows a credit issued.

- A new flood Insurance policy was signed on 2/14/20 with McGriff Insurance Services.
- Lockworks Services repaired the Elevator Room Door hardware on 1/22/20 due to the old hardware malfunctioning and locking an elevator inspector inside.
- The walkway ceiling light in front of unit 402 was replaced on 2/17/20 by Tom with Hydro Force Power Washing. The light stopped working after the building was power washed. LiveWire was called out to look at the light. To do that they charged \$300, however, after Tony complained they reduced to \$150. Upon further investigation by the board & an owner, we discovered the lights installed are not 'outdoor rated,' so a letter is being drawn up to send to LiveWire to address this item.
- Commercial Laundry repaired the broken washer that would not pump the water out on 2/20/20.
- Mimi with Roland Lawn Service informed the board that she and her husband are downsizing, so we're interviewing lawn service companies to take over effective immediately. Ameri-tech will be providing a few companies for consideration.
- Ceiling work is scheduled to begin in the next 2-3 weeks in unit 107 due to a leak from the units above.
- Ceiling repair work (TDB) will need to be done in Unit 311 due to a roof leak. The leak was quite extensive and caused the ceiling fan to drop.
- Condo Doc. Records – Hoyt continues working to consolidate old condo records (2000-2009). He indicated that he organized the material by category and is transferring the information from paper to digital media.
- All 2019 Board Meetings and the new Board of Directors have been uploaded to our website (www.capriislegardens.com).
- FAST camera inspected a water back-up in units 110 & 111. It revealed they'll need to cut a small section of the underground cast iron pipe and replace it with PVC pipe, but additional information on the repair process is needed from FAST. Also, there was a discussion as to whether we should jet all lines, or just the one we're having a problem with. A board majority feels we should jet all lines because it hasn't been done in some time.
- All unit condo fees increased, and an assessment (broken into 3 payments) was eliminated, but a few owners were unhappy and felt the decision to increase the dues was done by the board without any owner comments. So, the board decided to send the information to our attorney to determine, if decided by all, to reverse the decision, and if that's legal to do.
- The seawall will require repairs, but until we receive the report from Rueben Clarson Consulting, we don't know the extent of the immediate repairs needed. A few owners felt we should write a letter to the lease owner(s) to see if they will cover the seawall repair costs, and/or pay some portion of it. This is also being addressed with our attorney based on the language in the 99-year lease.

VII. New Business:

- Amendment to the Declaration of Condominium Documents: Addition of the most recent Florida Statue Chapter 718 which supersedes the 1963 Condominium Act 711. This needs to be discussed with the attorney to see if Chapter 718 should be added as an Addendum.
- Amendment to By-Laws: Paragraph 6, Powers and Duties of the Board of Governors.
Addition: (N) - Board of Governors can levy fines against appropriate unit owners in violation

of the Rules and Regulations. This will be discussed with our attorney to determine if it can be added as an Amendment.

- Reserve Study Findings Prioritization (Top 3) – The study done addressed small and large items we need to immediately address, and those not needing to be addressed immediately. The Top 3 items identified were the Roof, Seawall, and Building Paint/Repairs. A few board members feel the roof is not an issue and want to wait to review the seawall report. Therefore, we're awaiting the seawall study to determine the prioritization order. However, we are working in parallel. Roofing quotes will be gathered by Ameri-tech to position ourselves to address the roof.

VIII. Open Discussion

- Richard mentioned the washers & dryers are nearing their end of life, so he asked if a reserve can be set up for new washers & dryers. The reserve will take a small amount (\$50) from the general reserve to the new reserve. The new reserve will be set up by Ruth at Ameri-tech. Next year's budget discussions will address how much money will go into this reserve, or if money from the laundry income feeds directly into this reserve.
 - A few owners noticed owners/renters doing their laundry at 11pm, or later. All owners/renters should adhere to the hours and etiquette posted to do laundry. Owner's should ensure their renters comply with the laundry rules. Everyone should be mindful of owners living under and beside the laundry room and the noise the washers & dryers create.
 - A medical binder belonging to an owner was taken from the laundry room and should be returned immediately. The binder was put together to help all owners, not just one. Please return the binder!
 - Please be courteous. All owners/renters should break down any/all boxes being put in the dumpster and recyclable bins. There are 35 units that need to use the dumpster and bins, so please be courteous of your neighbor and break down boxes.
 - Someone mentioned they saw someone in a truck dumping items into our dumpster. The person was not an owner, so there was a discussion about putting a camera outside facing the dumpster or installing a 'No Dumping' sign.
 - Theresa mentioned installing a new informational bulletin board by the stairs.
 - In addition to postings of upcoming board meetings, a mass email will go out to all owners with email addresses on file with Ameri-tech.
- *The next board meeting is scheduled for April 1st at 6pm on the 4th floor breezeway*

Motion was called to adjourn the meeting at 7:25pm