

Cape Haze Resort A 11/13 Condominium Association, Inc.

Approved Minutes of Meeting

Board of Directors, February 12, 2018, 6:30 p.m., Cape Haze Resort Clubhouse

Members Present: Bob Baran, president
Patrick Riley, vice-president
Arnie Morren, secretary/treasurer

Members Not Present: none

Others Present: Clark Gillaspie, association manager

Observers: (joint meeting)
03-201 03-208 03-408 05-201 05-204
05-206 05-207 05-208 05-302 05-405
07-301 07-305 07-401 07-402 07-406
09-201 09-303 11-204 13-208 13-303
13-305 13-308 13-406 13-407
(when reconvened)
07-401 11-204 11-206 13-208 13-308
13-406 13-407

I. Declaration of Quorum

Gillaspie advised a quorum was present.

II. Certification of Notice of Meeting

Gillaspie gave written certification that the meeting had been noticed properly.

III. Call to Order

The meeting was called to order with Baran acting as chair. As the three condominium boards were meeting in a special joint session, Baran yielded the chair to Gillaspie. No actions were taken while in joint session, but a variety of topics were discussed including hiring an attorney regarding turnover of the community association, appointing new board members, board training, voting on the proposed amendments to the documents, special projects for 2018, investing the reserve funds, motorcycle and scooter parking, receivables and late fees, the fines committee, and use of the clubhouse kitchen. The joint session was adjourned, and the board reconvened on February 13, 2018 at 1:30 pm with Baran acting as chair.

IV. Approval of Minutes

It was moved and seconded to waive the reading of the minutes of the meeting held November 11, 2017, and to approve them as written. The motion carried unanimously.

V. Unfinished Business

A. Eligibility certificates

All three board members signed eligibility certificates.

B. Hiring attorney

It was moved and seconded to spend \$300 for an opinion letter from an attorney as to whether the component projects should have a majority of the seats on the community association board at this time, provided each of the other two condominium associations votes to spend an equal amount. The motion carried with Riley and Morren voting in the affirmative, and Baran voting against.

VI. New Business

A. Board members

It was moved and seconded to ask Edwards of Becker and Poliakoff to write a letter clarifying how board seats are filled under various circumstances, and that he do it while preparing the amended documents for recordation. The motion carried unanimously.

B. Board training

Baran stated he would like to attend a training session with panel members from the management community.

C. Voting on amendments

Gillaspie reported that a two-thirds majority of members had cast ballots in favor of the proposed amendments to the Declaration, Articles of Incorporation and By Laws, and that amendments to the rules and regulations could be considered at the next quarterly board meeting.

D. Special projects for 2018

The three special projects for 2018 are the air-conditioning enclosures, the trash bin enclosures, and roof access. It was moved and seconded to proceed with the air-conditioning enclosures at a cost of about \$2,500 per platform. The motion carried unanimously. All three board members wish to see the contract before it is accepted. It was moved and seconded to ask the community association to pay the cost of building all new trash bin enclosures. The motion carried unanimously.

E. Investing reserve funds

It was moved and seconded to buy \$200,000 of one year certificates of deposit through the CEDARS program at Centennial Bank, or the same amount of brokered CD's if the rate is significantly higher. The motion carried unanimously.

F. Motorcycle parking

Gillaspie reported that interest had been expressed in designating an area behind the clubhouse for motorcycle parking. No action was taken.

G. Receivables and late fees

Gillaspie reported that Becker and Poliakoff fees for handling receivables are very high, and the board was in favor of Gillaspie using local attorneys who charge less. Gillaspie reported on the one week rental rule violation in December, and read aloud a letter from the unit owner. It was moved and seconded to accept the violator's apology, contained in the letter, and to charge the violator a \$50.00 fee for the registered letter of complaint. The motion carried with Baran and Riley voting in the affirmative, and Morren voting against.

H. Fines committee

It was moved and seconded that Baran should appoint a volunteer to the fines committee. The motion carried unanimously.

I. Use of clubhouse kitchen

It was moved and seconded that the associations adopt rules for private, exclusive use of the clubhouse and kitchen, including monetary compensation. The motion carried unanimously. It was moved and seconded that 13-406 be allowed to use the clubhouse and kitchen for a private party, to the exclusion of all others, subject to full parameters being established. The motion carried unanimously.

J. Review of draft financial statements for 2017

Gillaspie reviewed the draft financial statements for 2017 and reported that financial records had been transmitted to the CPA for tax return preparation. Gillaspie reported that surpluses from the last two years, totaling \$20,000, were being carried forward into 2018 to pay for the special projects.

VII. Member Comments

Members interjected questions and comments from time to time as the meeting progressed.

VIII. Determination of Next Meeting

The next quarterly meeting was scheduled for April 11th instead of May 8th, the second Tuesday of the second month of the second quarter.

IX. Adjournment

There being no further business, the chairman adjourned the meeting.

Respectfully submitted,
Arnie Morren, secretary/treasurer