

**Cape Haze Resort B 3/5 Condominium Association,
Inc**

Minutes of Meeting

Board of Directors, 10 May 2016, Cape Haze Resort Clubhouse

Members Present: Ken Maloof, Vice-President
Pete Travers, Secretary-Treasurer

Members Not Present: Bob Baran, President
Others Present: Clark Gillaspie, Association Manager
Observers: JoAnn

I. Declaration of a Quorum

Mr. Gillaspie advised a quorum was present.

II. Certification of Notice of Meeting

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

III. Call to Order

The meeting was called to order with Mr. Maloof acting as chair.

IV. Approval of Minutes

The minutes of the meeting on 9 February were reviewed. **Action:** Upon motion duly made and seconded, the minutes were approved.

V. Old Business

A. Mr. Gillaspie informed the Board that he had investigated engaging Becker Poliacoff to review the Association's Declarations regarding management of water heaters and other items that rely on general utility supply lines and dryer vents, the rules governing boat and trailer parking and general updates to the Declarations to bring them into compliance with current Florida Law. He reported that the cost of this engagement would be approximately \$3,500 per association. **Action:** Upon motion duly made and seconded, the Board directed that this engagement be postponed indefinitely.

B. 2016 Financials

The following items were highlighted in the 2016 financials:

- \$4260 was received as miscellaneous income from a settlement with an owner for interest and penalties consequent to unpaid association fees
- \$1,739 was spent in excess of budget for M&R 3rd party repair.
- \$4,781 remains from budgeted insurance costs; no further insurance costs are expected

Overall income and expenditures are in line with the budget.

VI. New Business

A. Repairs required incident to the fire inspection

Background: Approximately 30 sprinkler heads will need to be replaced with the cost being billed to owners. For heads that are Association responsibility, approximately \$1,800 has been budgeted. Because accessibility is an important consideration for head replacement, replacements will be scheduled in January 2017. **Action:** Information only.

B. Elevator oil heaters

Background: An oil heater was placed in Building 5. No heater has been needed for Building 3. **Action:** Information only

C. Drainage issue

Background: Units 01s and 02s in Building 3 were affected. The drain pipe had been damaged in the past allowing roots to grow into the pipe obstructing it. The roots were cleared, but the pipe section needs to be replaced. Kendall has been asked to do the work at an approximate cost of \$200 - \$300. **Action:** Information only.

D. Mulch

Background: Mulch is needed under the air-conditioning platforms. Water pools in those locations. **Action:** Information only.

VII. Informational Items

A. While owners and tenants have been asked to test their own smoke detectors to assure proper functioning, the Association may one day have to test these.

B. New parking stickers have been ordered. All owners and annual tenants will be asked to use these faithfully. There is ongoing discussion about the procedures that will be required for parking sticker use.

C. The 4th floor awnings will probably have to be replaced. Detailed information about this will be available for the August 2016 Board meeting.

D. A “sound attenuation” experiment is currently underway and results should be available within the next two weeks.

VIII. Next Meeting of the Board

9 August 2016

IX. Adjournment

Upon motion duly made and seconded, the meeting was adjourned until 9 August 2016.

Pete Travers, Secretary-Treasurer
Approved 9 August 2016