

Cape Haze Resort B 3/5 Condominium Association, Inc
DRAFT Minutes of Meeting
Annual General Meeting of the Members
Cape Haze Resort Clubhouse
12 November 2016, 2:30 PM EST

Present In Person():

General Proxies ():

Others Present: Clark Gillaspie, Association Manager
 Beth Messenger, Property Assistant

Observers:

I. Declaration of a Quorum

Mr. Gillaspie advised a quorum was present.

II. Certification of Notice of Meeting

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

III. Call to Order

The meeting was called to order by Bob Boran acting as chair.

IV. Approval of Minutes

The minutes of the meeting on 14 November 2015 were reviewed. **Action:** Upon motion duly made and seconded, the minutes were approved.

V. Old Business

None

VI. New Business

A. Officers/Manager Reports

- Mr. Gillaspie discussed the awning replacement and the modification and replacement of air conditioning platforms
- Mr. Gillaspie reviewed the change in insurance carrier (a cost savings) and a provision in the new policy to permit selection of a policy deductible based on a percentage of the loss ranging from 2% to 5% or higher. A deductible of less than 5% would result in an increase in quarterly association fees of between \$17 and \$27. Because any catastrophic loss would probably be due to a rare weather event (the “100 year storm”), the Association Boards had decided to leave the deductible amount at 5%. **Action:** Information only. Unit owners

who were interested in pursuing a lower deductible were asked to contact their board members.

- Mr. Gillaspie discussed the major, unanticipated elevator repair events of 2016 involving buildings 8403 and 8405 the total cost of which was approximately \$7,500. Because of savings elsewhere in the 2016 budget, these costs were covered within the current budget.

B. Proposed 2017 Budget

- The draft budget had been provided to unit owners. Dr. Travers asked Mr. Gillaspie to clarify the distribution of the expected \$12,179 surplus from 2016; Mr. Gillaspie verified that \$6,000 would be a special contribution to the reserves and \$6,179 would be carried over as income to the 2017 budget.
- Association member assessments would remain the same as they were in 2016.
- **Action:** Information only

C. Amendments to Condominium Declarations

- Amendment of the Condominium Declarations is in process in order to bring the Declarations into line with current Florida statute
- The amendments will clarify certain practical aspects of the separately adopted Rules and Regulations as well as clarify certain provisions to minimize the Association's liability with respect to some insurance issues
- Among the amendments is a provision regarding a "minimum rental period" for unit owners renting their properties. Mortgage lenders, looking at properties where there are short rental periods, are reluctant to offer their best rates to buyers, something that could affect both current and potential unit owners at Cape Haze Resort.
- Amendments to the Declarations have to be approved by 2/3 of the unit owners. Florida statute provides for additional specific consent of unit owners regarding "minimal rental periods".
- **Action:** Information only

D. Election of Directors

- There were two open seats on the board: Robert Baran was rotating off the board and the term of Henry (Pete) Travers was up.
- The election was by secret ballot mailed to unit owners.
- Three candidates were running for the two open positions.
- **Action:** David Baran and Henry (Pete) Travers were elected to 2-year terms on the board.

VII. Other Business

Sound Attenuation. Mr. Gillaspie described the sound attenuation experiment to minimize noise between adjacent units. The method involves placing a rubber mat over an existing wall and covering the mat with new drywall. The method is most effective with both owners of adjacent units apply the matting. The matting

is specifically for walls and not for ceilings and floors. The cost is \$1,135 per wall and work can be performed by the Association's "handy man"; there is an additional cost if owners want the handy man to paint.

VIII. Next Meeting of the Association

The next Annual Meeting will be the Annual Meeting on 11 November 2017.

IX. Adjournment

Upon motion duly made and seconded, the meeting was adjourned until 11 November 2017.

Henry (Pete) Travers, Secretary-Treasurer
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