

## **Cape Haze Resort C 7/9 Condominium Association, Inc.**

### Approved Minutes of Meeting

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

Members Present: Romesh Weerasooriya, vice-president  
Tom Rogers, 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 07-402 07-406 09-201  
11-204 11-408 13-206 13-208 13-303  
13-305 13-308 13-401 13-406 13-407  
(when reconvened)  
03-408 07-301 07-401 07-402 11-408  
13-401

#### **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 immediately.

#### **IV. Approval of Minutes**

It was moved and seconded to waive the reading of the minutes of the meetings held November 11, 2017 and December 27, 2017, and to approve them as written. The motion carried unanimously.

## **V. Unfinished Business**

### **A. Eligibility certificates**

Both 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 unanimously.

## **VI. New Business**

### **A. Board members**

Agostarola became ineligible for board membership when her unit sold. 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. It was agreed that Rogers would be president and Weerasooriya would be secretary/treasurer.

### **B. Board training**

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

### **C. Voting on amendments**

Gillaspie reported that nearly two-thirds of the 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.

### **E. Investing reserve funds**

It was moved and seconded to buy \$130,000 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 at least 0.2% 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 that some members complained about being billed for sprinkler heads, but the board directed Gillaspie to collect all fees billed, except those relating to the garage ceiling repair completed by the association.

**H. Fines committee**

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

**I. Use of clubhouse kitchen**

There was discussion about opening the clubhouse and the kitchen for private parties. It was moved and seconded that 8413-406 be allowed to use the clubhouse and kitchen for a private party, to the exclusion of all others, subject to the agreement of the other condominium associations. 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 \$27,000, 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,  
Romesh Weerasooriya, secretary/treasurer