

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

Minutes of Meeting

Annual General Meeting of Members,

November 11, 2017, 4:00 p.m., Cape Haze Resort Clubhouse

Approved November 10, 2018

Present in Person (6):      03-201    03-208    03-403    03-408    05-201    05-206

General Proxies (13):      03-205    03-306    03-308    03-401    03-402    05-204  
                                         05-205    05-305    05-401    04-405    05-406    05-407  
                                         05-408

Others Present:              Clark Gillaspie, association manager  
                                         Beth Messenger, property assistant

Observers:                    07-401    11-408

**I. Determination of Quorum**

Gillaspie advised a quorum was present. (03-208 was present by telephone.)

**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 Maloof acting as chair.

**IV. Approval of Minutes**

It was moved and seconded to waive the reading of the minutes of the previous annual meeting, held November 12, 2016, and to approve them as written. The motion carried unanimously.

**V. Unfinished Business**

None

**VI. New Business**

A. Reports

Gillaspie reported that there had been no major events during 2017 other than Hurricane Irma which caused only minor damage to structures. He reported that the boards had continued to work on amendments to the association's governing documents. He reported that our fire protection company conducted internal pipe inspections, that compromised sprinkler heads had been replaced inside individual units, garages and storage units, and that unit owners had been billed for such replacements.

B. Proposed Budget

The proposed budget for 2018 was discussed, including a 1.2% increase in assessments, a 3% increase in most expenses, higher increases for insurance due to the active hurricane season, the reduction in sewer rates, and carrying forward any uncapitalized operating surplus from prior years into 2018 to help fund special projects including A/C enclosures, improvements to the trash enclosures, and internal roof access.

C. Insurance Deductibles

Gillaspie advised that in 2017 Lloyds offered only a 5% deductible option for wind and that their premiums were the best available to us. It was moved and seconded that 5% deductibles are acceptable to the members of the association for the 2018 renewal. The motion carried unanimously.

D. Amendment of Documents

Gillaspie reported that the condominium documents are basically ready for adoption, subject to amendments that may be proposed during the annual general meetings. He reported that the final package could be sent to unit owners by the end of the month for their written acceptance. There was some objection to increasing the minimum rental period from one week to four weeks. A question arose as to whether the Rules and Regs can prohibit advertising of rentals for periods of time shorter than the minimum rental period.

E. Amendment of Rules and Regs

Gillaspie reported that the final version of the proposed Rules and Regulations would be distributed along with the other documents by month end. He reiterated that the Rules and Regulations are adopted by the boards, not by the unit owners, and that formal adoption would probably occur at the February board meeting.

F. Election of Directors

The two-year tenure of the seat held by Maloof expired at the end of the meeting.

As there were no volunteers to fill the seat by the deadline, no election or appointment by proclamation was possible.

**VII. Member Comments**

There was discussion regarding hiring an attorney to formulate an opinion as to whether the Developer can be forced to turn over control of the board of the Community Association immediately.

**VIII. Determination of Next Meeting**

The next meeting is scheduled for Saturday, November 10, 2018 (i.e. the second Saturday in November).

**IX. Adjournment**

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

Respectfully submitted,  
Ken Maloof, secretary/treasurer