

Cape Haze Resort B 3/5 Condominium Association, Inc

Annual Members' Meeting

Minutes of Meeting

10 November, 2018 at 12:30 EST

Call to Order: Meeting was called to order at 12:34 pm and chaired by Pete Travers.

Members present:

Unit owners: (14) Burnett (J&M), Carpenter (E), Carroll (R&M), Desoffy (J), Hamilton (C), Maloof (K), Salamon (L), Sanders (B), Sykes (A&M), Travers (H), Vollmar (P), Watkins (M), Wilson J), Wood (J&J)

Proxies: Blackburn (J), Buccine (W), Eisenberg, Hamilton (J), Ligon (M), Sweeney (M), Reitmeyer (P)

Others present: Bridget Spence, Scott Diamond, Rob Edgington(Casey Management)

Certificate of Notice : Bridget: The meeting was properly noticed.

Quorum: Bridget: Quorum was present.

Agenda Items:

1) *Waive reading of Minutes of previous meeting (November 11,2017):*

Upon Motion by Pete T, seconded by Mark W. Motion passed unanimously.

2) *Reports of Officers:*

- Pete T presented a review of this morning's General Information Meeting of the Community Association, the successful transition of management to Casey Management, and an overview of the new website and the mandate to keep it current and a viable source of information for all owners. General discussion on publishing financial data (other than budgets) on the site – determined that since the site is not password-protected, no financial or sensitive material (other than budgets) should be published at this time.

- Mark W. presented an overview of the re-organization of the Community Association Board and the introduction of various standing committees. On November 29, the Community Association Board will meet to finalize the mandates & members of the various sub-committee.

3) *Unfinished Business:*

a) Rules & Regulations

1. Pete T. explained that the Community Association will be approving the new Rules & Regulations (version 8.3) that has been circulated to all the Boards and owners.
2. Jim Woods (8405-204) asked for clarification on the policy for dehumidifiers in the garages. Bridget explained the vendor process that will happen as more garage owners elect to install units
3. Jim Burnett (8405-403) asked about the process of reporting violations. Brigitte explained the role of Casey Management in resolving any issue. General discussion re: the new sub-committee of the Community Association that will deal with fines and collections on behalf of the Board.
4. General discussion re: Pets and pet excrement that some owners 'forget' to scoop, violating Rules & regulations.

4) *Election/Confirmation of Directors:*

- Pete T. confirmed that there we 3 announced candidates for 3 director positions. Therefore, no election was held and the three directors will be Pete Travers (two year term), Mark Watkins (two year term), and Andy Sykes (term expires November 2019).

5) *New Business:*

1. new A/C enclosures – well-designed and installed. Issue with exposed A/C supply feeds and cables . Brigitte replied that it is on Rick's 'to do' list
2. missing sidewalk in front of building 8403 (north-west corner) Bridget replied that it is on their list but it is a small project and contractors are in short supply.
3. incomplete repairs to stairwell ceiling in 8403. Bridget replied that it is on Rick's 'to do' list
4. lanai screen cleaning and frame cleaning – Bridget will contact the supplier for recommendations & costs.

5. Pete T. presented a summary of security issues and possible solutions that Casey will be investigating/implementing. Pool key access, front gate access (an updated computer file to monitor, delete old codes, and monitor usage/abuse)
6. Bridget presented an update on roof access (no longer a priority), shingle cleaning (“Roof-a-cide”) issues and solutions, tree trimming and various landscape projects scheduled for November

6) *Adjournment:*

Upon motion duly made and seconded, the meeting was adjourned at 1:25 pm.