



CAPE HAZE RESORT COMMUNITY ASSOCIATION

Board Meeting  
18 December 2018  
DRAFT

- I. **Quorum:** Board members present were Mark Watkins, Ted Mottola, Richard Bolles, Jim Powell and Pete Travers. A quorum was declared. Also present was Scott Diamond of Casey Condominium Management.
- II. **Certification of Notice:** Scott Diamond provided certificate of proper notice.
- III. **Call to Order:** The meeting of the board was called to order by Mark Watkins at 1:02 P.M. Eastern Standard Time.
- IV. **Approval of Minutes**  
  
MOTION: Upon motion duly made and seconded, the reading of the minutes of the previous (November 10, 2018) meeting was waived and the minutes were unanimously approved without modification.
- V. **Treasurer's Report**  
Ted Mottola reported the Association reserve amount of \$700,000. The process of getting proper individuals on our bank accounts has been initiated. The Finance Committee desires receipt of bank statements directly from the bank. More detail in the budget has been our goal and a meeting tomorrow with Bridget Spence will hammer out some of the details of how Ted Mottola receives information from Casey. The Finance Committee exchanged emails over the last 4 four days. Questions about the November financials could not yet be answered.
- VI. **Unfinished Business**
  - a. **Filing and Recording of Amended Documents (Casey)**  
The status of the filing of these documents is unknown as reported by Scott Diamond. That will also be a topic of the meeting tomorrow with Ms. Spence.
  - b. **Update on Special Assessment Collections (Casey)**  
There are 15 owners who are 30 days delinquent in their special assessments. Letters to these 15 owners will be sent within the next few days.

c. Update on Swipe Card Entry for Common Areas (Casey)

Three companies were invited to bid; only one bid has been received from a company in Tampa. The original quote was in the neighborhood of \$13,000 and that probably represents a minimum amount.

d. Update on Committee organization progress (Board Liaisons)

**Fines:** Camille Wells is chair with Frank Giordano and Larry Salamon as members. Mark Watkins is the board liaison. The committee is discussing procedures and fine limits.

**Strategic Planning:** Jim Woods is coordinator; a meeting is planned in January.

**Finance Committee:** Brian Ballantyne is chair and Ted Mattola is the board liaison.

MOTION: Upon motion duly made, seconded and unanimously passed the Finance Committee was formally established and will have a maximum of five members.

**Grounds Committee:** Kate Giordano is chair; Lucy Mattola is the secretary. Members include Wally Phair, Alice Fay, Debbie Vicario, Sally Travers, and Yvonne Young. Jim Powell is the board liaison. They have been active and have some specific recommendations (Attachment A).

MOTION: Upon motion duly made, seconded and unanimously passed the Grounds Committee was formally established.

**Decorating Committee:** Lucy Mottola is chair; members include Marilyn Kuhn, Belinda Sanders, Debbie Bowie and Marsha Wilson. Ted Mottola is the liaison.

MOTION: Upon motion duly made, seconded and unanimously passed the Decorating Committee was formally established.

**Communications:** Jan Schweitzer is chair; Andy Sykes is a member. The committee has recommended adding Ron Dekker. The committee has presented a draft work plan (Attachment B).

MOTION: Upon motion duly made, seconded and unanimously passed the Communications Committee was formally established.

**Facilities:** Joanna Woods is the coordinator; Richard Bolles is the board liaison. The committee plans to meet in January to organize itself.

**Activities:** Lucy Mottola is the chair; Larry Bowie is board liaison. Members are Mary Lou Kuhn, Margaret Burnett, Nora Powell, Belinda Sanders, Marcia Ridge, Debbie Bowie, Karen Bolles, Cindy Morren, and Marsha Wilson. A copy of the first minutes of this committee is found in Attachment C.

**MOTION:** Upon motion duly made, seconded and unanimously passed the Activities Committee was formally established.

The committee's minutes contained a request for \$350 for badminton equipment, beachball, basketball nets.

**MOTION:** A motion to approve a \$350 expenditure for badminton equipment, beachball, basketball nets was duly made and seconded. Board members expressed the opinion that the board needed a more complete understanding of its current financial condition and its 2019 budget prior to approving expenditures. The motion was unanimously defeated.

**Security:** Jim Powell is coordinator; members are Mark Ikemire, Debbie Vicario and Jim Burnett. The committee has not yet had an organizational meeting.

## VII. New Business

### a. Handicap Parking

Mark Watkins reviewed the question(s) being considered and the commentary from the web site. No specific complaint has been received from anyone being unable to find safe and convenient parking. No official action will be taken by the board.

### b. Purchase of Utility Shed and Utility Vehicle

Scott Diamond reviewed the background purchasing an electric utility vehicle for Rick's use on the grounds. The vehicle and a storage shed utilizing two parking spaces behind the pool would cost approximately \$8,700. The president of the board may authorize purchase prior to the next board meeting once our financial status has been clarified by the treasurer.

### c. Rules and Regulations Enforcement

General discussion centered around parking and the need for signs providing information consistent with our Rules & Regulations.

While not directly related to rules and regulations, Ted Mottola observed the following regarding overhead canopies: cables tying canopies to the frames are extensively broken. Only 4 corner hooks hold each canopy in place. The fabric is beyond its useful life. The board will address this with Casey Management and address replacement using reserve funds if necessary.

VIII. Owner Comments

Jim Burnett raised an issue of whether we have funds capable of maintaining our amenities, including the clubhouse, the pool, the spa, the fitness room and the pickle ball and basketball courts. Board President Mark Watkins provided assurances that our reserve funds are adequate to handle necessary long-term maintenance of the amenities.

Jim Burnett also raised questions about security mostly as a function of regularly examining components of the resort and reporting issues to management and/or the board. Reporting should not reflect badly on individual owners.

There was discussion of whether the Communications Committee was the proper group, as its scope of work outlines, to assume responsibility for cable and internet contracts for the Association. The board made no decisions about this responsibility.

There was a request to the board for an exception to Rules & Regs to park a boat and trailer behind our pool for up to 3 days 22-24 December.

MOTION: Upon motion duly made, seconded and unanimously approved, the requested exception was granted.

Debbie Vicario asked if Artistry could use the property gate at the undeveloped property for their trucks rather than using the main gate. Scott Diamond will work that out with Artistry.

Debbie Vicario's is asking for residents to be mindful of those with disabilities, mostly related to residents of a single unit with multiple vehicles occupying multiple open parking spaces. The Rules and Regulations (Section II [I]) permit each unit to use only one space in unassigned parking areas. Residents in violation of the rule will be notified and asked to comply.

A realtor has requested the Resort of permit the placement of a sign on Resort property advertising an adjacent property for sale. The request was unanimously denied.

IX. Adjournment

Upon a motion duly made, seconded and unanimously approved, the meeting was adjourned at 3:25 P.M. Eastern Standard Time.

Draft by:  
Pete Travers, Secretary

# ATTACHMENT A

----- Forwarded message -----

From: Kate Giordano <[kategiordano4@gmail.com](mailto:kategiordano4@gmail.com)>

Date: Mon, Dec 17, 2018, 6:51 PM

Subject: Today's Ground Com meeting with Jeff from Artis Tree

To: Jim Powell <[jim@jphoto.com](mailto:jim@jphoto.com)>

Hi Jim, Had good meeting with Jeff to discuss planting in the common area outside clubhouse and the pots around pool. It is not part of their contract to plant in these pots but realizing the condition of the potted plants and the committee's desire to have things planted in these areas by the first of January, he offered to supply workers to remove soil and old plants, repot plants with fresh soil, correct irrigation in pots for a total of \$200.00 with a scheduled date of Friday Dec. 28 beginning at 10 AM providing approval by board at Tuesday's meeting (12/18).

Following is what G.C. recommends in these 2 areas:

replacement of large cracked pot in common area, removal of 20 pots and plants in pool area.

Replacing plants in common area

Changing theme in pool area= under wood arbors in corners have 1 large (7 gal) ceramic pot, 1 med.

and 1 small all filled with plants both perennial and annuals for color and

at each corner of wood arbors 1 med.size pot w/ plants.

Total estimate (and estimating high) we figure cost of all pots and plants and delivery to be \$3,000 plus \$200.00 for Artis Tree's labor.

Providing the board approves project cost, we have tentatively scheduled field trip this Wed. to MrT's in Venice at 9:00 with expectation of selecting, ordering pots/plants and scheduling delivery.

If you could report this at board's meeting tomorrow that would be great, Scott was present at today's meeting and will share info.

Thanks Jim.

Kate

## Communications Committee Report for Cape Haze Resort Board Meeting

12/18/18

Volunteers were contacted and Andy Sykes and Jan Schweitzer have agreed to serve. Jim Powell has not yet responded but is hoped he will serve. Please note that additionally, with Board approval, Andy would like to reach out to Ron Dekker (and his technical skills) to assist on the committee.

We have not formally met, but with email and phone communications we have set a tentative agenda of items to address:

- I. Determine communication needs for remote association meetings and select the best plan/ costs to present to the Board for approval.
  - A. Voice call-ins (with better instructions)
  - B. Web access (Go To Meeting, Click Meeting, WebEx, Ring....)
  - C. Determine additional equipment/ costs needed for operations
- II. Evaluate current contract with Comcast and investigate alternative tv/web/wi-fi for campus use
- III. Review web site
  - A. Investigate and find assistance for current web master (Pete) to include researching local opportunities through college school systems
  - B. Investigate password protected system for sensitive materials
- IV. Improvements for communications with/ for:
  - A. Boards
  - B. Individual homeowners

We'd be happy to entertain additional input from Board or Homeowners

ACTIVITIES COMMITTEE. CAPE HAZE RESORT 2018-2019  
MEETING, December 11, 10:00.

1. A Quorum was determined and the meeting was called to order at 10:10
2. Notice was posted.
3. Poolside weekly BBQ. To be eliminated (Money to go to band).
4. Bands dates; January 27' February 10 and March 24. Members and guests to bring Appetizers.
5. Sunday night cocktails in clubhouse at 5:30 pm. Appetizers & BYOB. There will be a 50/50 raffle with proceeds going to supplies.
6. \$1005.00 to be deposited in a new bank account under the names of Nora Powell & Lucy Mottola.
7. Potluck dinners (3) themed. January - Mexican, February - Italian, March - Home State Comfort Food. Dates: 1/17, 2/18 and 3/14. Sign-ups in library.
8. Bocce League, morning and afternoon teams. Signup in library. Times are posted.
9. Yoga, Monday, Wednesday and Friday, 9:00 in clubhouse. \$3.00 fee.
  - .1 CPR certified
  - .2 Music provided
  - .3 Familiar with AEDNora Powell to confirm Instructor Ginger Frig has above qualifications.

ACTIVITIES COMMITTEE. CAPE HAZE RESORT 2018-2019  
MEETING, December 11, 10:00.

10. Water Aerobics, Tuesday and Thursday, 9:00 at pool. \$3.00 fee.
  - .1 CPR certified
  - .2 Music provided
  - .3 Familiar with AED
  - .4 Marcia Ridge instructor has qualifications listed above.
  - .5 Instruction to be from pool deck.
  - .6 Air temperature to be greater than 65F.

11. Line dancing provided by Gail Tehaar at no charge on days water aerobics are cancelled/

12. Golf Outing every Wednesday, sign-ups in library. New “All Ladies Beginner Golf” to follow Regular Golf Times.

13. Game night every Tuesday, time to be determined.

14. Book Club, day and time to be determined.

15. Bike Group, interest to be determined.

16. Badminton equipment, Beachball, basketball nets, etc. to be purchased  
Budget requested of \$350.00.

There being no further business, meeting was adjourned.