



CAPE HAZE RESORT COMMUNITY ASSOCIATION

Board Meeting

18 December 2018

Approved 22 January 2019

- 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 29, 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). These recommendations were not acted upon pending confirmation by the Treasurer that sufficient funds were available. Once that confirmation is available, the President may authorize the expenditure(s) prior to the next board meeting.

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

Decorating Committee: Debbie Bowie is chair; members include Marylin Kuhn, Belinda Sanders, Lucy Mottola 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 Artistree 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