

# **MINUTES OF THE BOARD OF DIRECTORS OF BOCA LAKES CONDOMINIUM ASSOCIATION, INC. HELD ON WEDNESDAY DECEMBER 9, 2020 AT 7:00PM., ON ZOOM VIDEO CONFERENCE CALL.**

## **ROLL CALL**

Those Board members present were Patricia Chapman, President; MaryAnn Biancardi, Vice President; Norman Goldstein, Treasurer; & Lisa Depace, Secretary Absent with notice. Directors, Howard Butler & Vincent (Chancy) Tancredi were also present. Also present was Sandra Robinson, Property Manager & Gary Palombi, Owner's from Residential Management Concepts.

## **ANNOUNCEMENT OF RESIGNATION**

Maryann Biancardi announced the resignation of Tina Goebel, Steve Panebianco and Joe Zegarelli. Maryann thanked them for their hard work and precious time and made a motion to formally accept their resignation on behalf of the board of directors. Approved by Norman Goldstein, seconded by Howard all in favor, motion carried.

## **REQUEST FOR GRIEVANCE COMMITTEE**

Sandra Robinson named the new grievance committee members after the request for new members was made. The new members are Louise Rifkin & Bunny Feller. Sandra named Barry Landy as a grievance committee member and mentioned Diane Perry was a member currently not available until after January 2021.

## **REQUESTED INFORMATION FOR NEW SECURITY COMPANY**

Pat stated that the new security company is called United K-9 Special Patrol and has requested that everyone submit all new permanent guest list as they need to update your information in their new computer. Forms are provided at the office and the security guards will be asking everyone for their driver's license upon entering the community.

## **APPROVAL OF MINUTES**

Sandra Robinson requested to forego the reading of the 11/12/2020 minutes and have a motion to approve the minutes. Norman approved Maryann seconded all in favor, motion carried.

## **Committee Reports**

- **Standards**

Howard reported that in the past we have been lax in regards to the use of common property, specifically referring to the hedges and shrubs in front of your units. The docs refer to 3 ft from the building. Over the years residents have taken advantage of this. We have also been lax in enforcement. The documents revision that we are now working on will address this.

- **Insurance & Legal** – Howard stated that the by-laws state that everyone is required to submit proof of insurance. There are about 25% of owners that have not submitted proof of insurance. This a violation and we will be looking at that very closely. Residents are also asked to ensure that the emergency contact information on file in the office is correct and updated. Howard also stated that the docs require that the Board can consist of 5-11 members.

- **GROUNDS** - Pat stated that shrubs in front of units need to grow to at least 4 ft to hide the garbage can. Norman stated they need to be uniform in height on both sides of the door.

- **POOL** –Chancy stated that there are 15 people allowed in the pool area. The pool is open 7 days a week. Mon- Fri from 9am-5pm and Sat & Sun from 10am -4pm. Chancy stated that volunteers have stepped up to monitor the weekend hours to comply with CDC regulations.
- **Building & Maintenance** – Pat stated that in many cases the front doors just need to be washed/cleaned instead of painted. She will check before approving painting. Gary stated that he has met with Howard concerning a new system to update work orders. Residents should also be aware that there are only two maintenance men now and therefore things may take a little longer to get done.
- **Sales & Lease**  
Sandra reported on behalf of Lisa that there have been 4 sales ranging from \$202,000 to \$153,900; 3 leases from \$2,000 to \$1,300/month. The rental percentage is 13%.
- **Financial**  
Norman reported that for the 11 months ending 11/30 there is a net deficit of \$32,000. There is \$398,000 in the operating cash account and \$553,000 in the reserve account. The outstanding receivables from residents have been increasing. On 11/30 there's \$32,000 outstanding in the maintenance fee and assessments. A reminder that there is a late fee after the 10<sup>th</sup> of the month and there is interest on the roof assessment if not paid on time.  
Norman stated in the 2021 budget that everyone received in September there is a slight transcribing error. It didn't change the bottom line. The maintenance fee for 2021 is still \$340.

## **NEW BUSINESS**

- **Amendment to the Rules & Regulations**  
Howard made a motion that no ornaments or decoration or planting be permitted beyond 3 ft of the building and at no time may it be blocking the walkway. Norman seconded all in favor. Motion carried.  
Howard made a motion to reduce the board members from 9 to 7. Norman seconded all in favor, Motion carried.  
Norman made a motion that the hedge line in front of the units be uniform in height up to 4ft that covers the garbage can. Maryann seconded all in favor motion carried.
- **ID Cards**  
Pat stated that ID cards for residents will be the size of business cards. When you walk into the community the guard will be able to know you're a resident once you show your ID card. Also while using any of our amenities the monitor may ask for proof of residency. There will be no charge for the ID card.
- **Infrastructure Lighting Project**  
As previously reported there have been blackouts of the street address lights in the past that have cost us approximately \$20,000 Norman stated that when there is heavy rain water is accumulating in those cement blocks the are holding up the poles, shorting out power. We have 3 bids now for replacing the poles with a coated aluminum, in cement, and installing new connections and wiring, After discussion, and noting that the funds will be taken from the Lighting Reserve Account, Norman motioned for the bid from Champion Electric for \$61,600 be accepted. Maryann seconded; all in favor. Motion carried.
- **Any other business as necessary**
- **Adjournment**

- **Good and Welfare**

Being no further business before the Board, Maryann Biancardi moved to adjourn the meeting, Seconded by Norman Goldstein. All approved.

Respectfully submitted,  
On behalf of the Secretary  
Boca Lakes Condominium Association, Inc.