

MINUTES OF THE BOARD OF DIRECTORS MEETING OF BOCA LAKES CONDOMINIUM ASSOCIATION, INC. HELD ON WEDNESDAY, FEBRUARY 12, 2020 AT 7:00 PM., AT THE CLUBHOUSE 8768 CHEVY CHASE DRIVE.

ROLL CALL

Those Board members present were Patricia Chapman, President; MaryAnn Biancardi, Vice President; Norman Goldstein, Treasurer; Lisa Depace, Secretary. Directors, Vincent (Chancy) Tancredi, Stephen Panebianco, Joseph Zegarelli, and Howard Butler were present. Tina Goebel was not present in person or by phone with prior notice. Also, present was Ashley Grieco, Property Manager, & Gary Palombi, Owner from Residential Management Concepts.

Pat Chapman called the meeting to order at 7pm.

APPROVAL OF MINUTES

Norman motioned to approve the minutes from the January 8, 2020 Board Meeting. Lisa seconded the motion. All in favor. Motion carried; minutes approved.

FINANCIAL REPORT

Norman Goldstein read the Cash Status Report as of January 31, 2020 stating that there was \$43,595.65 in the Operating Cash account and \$1,391,013.47 in the Reserve Funds, making an unaudited total of \$1,403,496.23. Norman also read the unaudited Statement of Income/Expense for January, stating the unaudited total income for January was \$135,671, and the unaudited total expenses for January was \$132,635 resulting in Excess of Income over Expenses of just over \$3,036. Norman stated that January was an expensive month due to the Annual Election, and the payments required to have the State run the annual meeting and the Attorney present. The Annual Meeting in total, cost the Association around \$4000.00.

COMMITTEE REPORTS

- **Grounds** – No Report
- **Clubhouse/Pool** – No Report
- **Insurance/Legal** – Howard advised all residents that Heritage, the Association's insurance company, was very pleased that the roof project has begun. Howard advised that this would lead to cost savings with the Association's insurance with Heritage in the future. Howard also advised all residents that the Association's attorney is looking over the documents to revise. Howard stated he would provide an update at the next meeting.
- **Buildings/Maintenance** – Pat advised all residents that the Association has scheduled tenting for February 20, March 9, March 10, March 11, and March 24, 2020. Pat stated that all residents would receive notice from the office with information prior to tenting.

- **Security** – Chancy advised all residents to please come to him if they notice anyone speeding in the Association, and/or violation the rules. Chancy stated he would have the office send them a letter to stop the violation from continuing.
- **Sales/Leases** – Lisa stated there have been (3) sales, (2) leases, and (7) renewals. Lisa went on to ask all residents if anyone would be interested in signing up for the Welcoming Committee. Lisa advised the role of this committee would be to put together a welcome basket/bag to give out to the new owners in the community.
- **Standards** – Stephen advised the Board that he approved (1) Alteration Request form at this time for new hurricane windows at a unit. Stephen advised that all the information checked out, therefore the forms/plans were approved.

OLD BUSINESS

- **ANY BUSINESS NECESSARY**

NEW BUSINESS

- **DRYER VENT CLEANING**– Norman recommended all owners look into having their dryer vent cleaned. Norman warned that if not cleaned, it poses a safety threat to all other attached units. Norman advised that he has secured a rate of \$50/per vent, with Bruno at Quick Appliances and Dryer Vent Cleaning. Anyone wanting to be scheduled can contact the office to be placed into contact with Bruno.
- **COMMITTEE VOLUNTEERS** – Lisa advised all residents that with a new year, the Board is asking for volunteers for the following committees: Grievance Committee, Nuisance Committee, Violation Committee, and Hurricane Committee. Lisa asked anyone interested in signing up to please see her after the meeting for the signup sheet.
- **RESIDENTIAL MANAGEMENT CONTRACT RENEWAL** – Norman advised all residents that Residential Management Contract is coming due on March 1, 2020. Norman stated that the Board has been provided with the same contract previously signed, the only addition was a 6% increase. Norman motioned to approve the contract, seconded by Lisa. All in favor. Motion carried.
- **TENTING SCHEDULED FOR FEBRUARY AND MARCH** – This was discussed in Committee Reports.
- **IRRIGATION ALARM SYSTEM** – Pat advised all residents that Irving from Technology Engineering who installed the pump system, recommended to the Board an alarm system for the pumps. This means that if for whatever reason the pump shuts down and stops working, Pat, the Property Manager Ashley, and Irving will all receive a text that this has happened. The total cost for the alarm system is \$1,592.68. Lisa motioned for the approval of the estimate to approve the alarm system, seconded by Mary Ann. All in favor. Motion Carried.

- **ANY BUSINESS NECESSARY-** Lisa informed all residents that if you're an owner with an end unit that would like gutters to be put on the corners of your building, that at the owners expense the roofer will place them on your building for \$250. This however would be an agreement between the owner and the roofer, Boca Lakes would not be involved. Lisa also stated that this is not mandatory, however the Association will not be taking on the cost to install new gutters at the end units, therefore if you're someone who desires having gutters installed this would be a great deal.

Being no further business before the Board, Patricia Chapman moved to adjourn the meeting; seconded by Lisa Depace at 7:36 PM.

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