

Crystal Court Manor No. 15 Condominium, Inc.

Association Meeting Minutes

February 16, 2025

Call To Order: The annual meeting of the association was called to order by President Tony Manobianco at 2:00pm.

Attendance: Betty Orton - Units 1A, 10A, 5B, 9B, 11B, (and Unit 1B by proxy for Irene) Tony and Michelle Manobianco-Unit 4A, Steve and Mary Schug – Unit 8A, Alejandra Piedrahita – Unit 12A and 15B, Gerry Diaz – Unit 14A, Erick and Diana Jensen – Unit 15A, Maria and Joe Valentini – Unit 6B, Patti Glade – Unit 14B. A quorum was not achieved.

President’s Opening Remarks: Tony thanked everyone for attending and asked Mary Schug to read the 2024 minutes.

Approval of Minutes:

A motion was made by Michelle Manobianco to approve the 2024 meeting minutes. Patti Glade seconded the motion. All were in favor and the motion passed.

President’s Report: Tony noted that we are struggling financially now due to 2024’s unforeseen weather-related circumstances and the Board will discuss in detail as the meeting progresses.

Treasurer’s Report: (see attached) Reported by Betty Orton

2024 Beginning Balance - \$67,077.03	2024 Total Revenue - \$117,121.60
2024 Total Disbursements - \$144,494.52	2024 Ending Balance - \$39,704.11

Betty stated the 2025 projected budget increased to \$157,300. With our yearly maintenance at \$86,400, this leaves a \$70,900 deficit. **Therefore, there will be a one-time assessment of \$3900 per unit due February 1, 2026.** Our monthly maintenance will remain the same at \$225 per month. Betty noted that the board is still waiting on building insurance costs as they will be meeting with our insurance agent in March.

Michelle M. asked if our insurance costs may be reduced due to more insurance companies moving into Florida. Also, Patti G. asked if insurance went down, do we have extra monies for our building plans that we are putting off. Betty explained we won’t know the amount due until the insurance meeting. And, no, we use any reserve funds for emergency issues only. A discussion went around about insurance costs, Tony explained that a wind deductible is ~\$250,000 and does not cover the inside of the unit.

Betty and Steve are looking into Aaxon. Patti Glade found the contract dated January 15, 2020. This is an 8-year contract agreement. Alternatives are being looked into by the Board for the future.

Betty Orton is trying to get an electronic alternative (such as Zell) for deposits to make things easier.

Betty stated that she and Steve met with the Wells Fargo Business Account Manager regarding the reserve monies alternatives to obtain a higher percentage rate on the deposited funds. Currently, the bank manager explained, that there isn’t a feasible alternative to the savings and checking accounts that are set up at the moment, as the Board would not be able to access the funds in the higher percentage rate accounts without a withdrawal penalty. This can be a more feasible option, once we have enough money built up in reserves.

Mary Schug made motion to approve Treasurer's Report. Michelle Manobianco made 2nd motion. All approved.

Old Business: Tony reiterated our financial situation this year has been caused by unexpected roof repairs caused by an abundance of rain mid-2024. This also caused damage to a few units which the Board immediately addressed and fixed. These unplanned costs reached close to \$100,000. Patti Glade asked if any of these roof repairs were budgeted for in the 2024 planned budget. Tony and Betty explained that other than the planned mansard work, the other roof and unit damage repairs were not planned nor budgeted. Both were emergency situations which the Board assessed and rectified immediately, so to cause no further damage to other units. The Board had no choice but to spend the reserve money on hand due to these urgent matters. Staircases – A non-slip additive was placed on the stairs and the stairs were painted immediately after last year's meeting. They were inspected recently due to a complaint and didn't see any deterioration to the stair tread's non-slip surface.

New Business: Special assessment of \$3900 will be for the purpose of 1. Painting building and walkways, 2. Pave parking lot, 3. Patio reconstruction/purchase new tables and chairs, 4. Remainder will be put into the reserve account for the future new roof.

Effective immediately, if a tenant/owner notifies the Board of a problem in their unit, and then either tenant or owner does not allow the Board, or their representative, access to assess the situation, then, the total cost of damage and repairs will be the unit owner's sole responsibility. It is the unit owner's responsibility to be aware of their unit's condition.

Due to the urgent repairs of 2024, the Board is delaying planned maintenance to the building for ~1 year. However, if owners choose to pay the special assessment earlier than the due date, the Board can begin work on building and grounds repairs as money comes in and the work can be paid in full.

Patti asked about the building's roof drains. Tony said the Board is looking into new roof options to address the drains, ponding, etc. on the roof.

A question was asked if background checks were done every year on the same unit tenants/occupants. Tony and Betty stated they only run the initial background/criminal check once before approval to occupy the unit. The Board tries to stay on top of the current condo and HOA laws, which are constantly changing.

Patti Glade asked if there was an update on posting NO TRESPASSING signs on the property and if the interior fire alarms/detectors work. Tony hasn't heard anything as of the meeting day regarding the signs, so will touch base with the department to see why they are delayed. Betty stated that the fire alarm employee came and set the alarm off last year, everything works. She will have him note next time about the interior. Tony said it is a good idea to check your interior smoke detectors. Will discuss further though.

Tony is working on a building owner and tenant contact numbers list with tenant info added. Betty asked for all unit owners that leave for the season to be sure to leave Tony a key.

Mary Schug asked if unoccupied units were inspected periodically for any water or bug problems. Tony stated there is only 1 unoccupied unit at the moment which Betty monitors. Most owners give others a key in case of emergencies, but there is nothing set up for a routine check.

Patti Glade thanked the Board for all the hard work they do, which everyone agreed.

The meeting was adjourned at 3:21pm after Patti Glade's motion and Erick Jenson's 2nd motion to adjourn.