

MEETING MINUTES

DATE & TIME: Monday, September 23, 2024 at 5:30 p.m., local time

LOCATION: Zoom.US // Meeting ID: **831 3362 1008** // Meeting Passcode: **372 243**
 To join via phone, dial: +1 (305) 224-1968

- 1. Call to Order 5:32 p.m.
- 2. Notice of Meeting Posted to notice board
- 3. Board Members Present

<input checked="" type="checkbox"/> (P) J. Leopold	<input checked="" type="checkbox"/> (VP) Bill Hahne	<input checked="" type="checkbox"/> (S) K. Donahue	<input checked="" type="checkbox"/> (T) M. Kimmey	<input checked="" type="checkbox"/> (D) M. Nesbitt
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- 4. Previous Meetings Minutes (*August 21, 2024 attached herewith*)

MOTION: to waive reading and accept into the records of the Association minutes from 21 August 2024.

<i>MOTION</i>	<i>SECOND</i>	<i>OBJECTIONS</i>	<i>MOTION IS:</i>
VP	S	None	Adopted

Does the Secretary of the Association grant management the authority to apply an electronic signature in the approval of any minute(s) that have been adopted? YES.

- 5. Current Business
 - a. State Bill 4 Requirements — Florida Engineering, LLC Quote
 - i. Milestone Structural Inspection Quote: \$4,500.00
 - ii. Milestone Structural Reserve Study Quote: \$3,150.00
 - iii. **TOTAL:** **\$7,650.00**
 - iv. **MOTION: to approve pricing of \$7,650.00 and order a next-day check to be sent to Florida Engineering for the 50% deposit so work can begin. This motion shall authorize manager to sign contract on Association’s behalf.**

<i>MOTION</i>	<i>SECOND</i>	<i>OBJECTIONS</i>	<i>MOTION IS:</i>
T	VP	None	Adopted

- b. Wind Insurance
 - i. Premium from Citizen’s (who has dropped the Assn.): \$ 93,610.00
 - ii. Premium from RLI Insurance Company: \$138,619.75
 - iii. *Budget Shortfall (to be levied as Special Assessment):* *\$ 45,009.75*
 - iv. **MOTION: to secure wind insurance based upon quote received in the amount of \$138,619.75 plus finance fees, and to hold meeting for levy of Special Assessment in the amount of \$50,010.00 for 2024 Budget Shortfall – Insurance.**

<i>MOTION</i>	<i>SECOND</i>	<i>OBJECTIONS</i>	<i>MOTION IS:</i>
VP	S	None	Adopted

- c. Contract with Enumerate — Attached separately; Does the Association wish to continue? [Review in October.](#)
- d. Electrical Panels in Units — Manager to present options how to handle after conversation with electricians.

- e. Electrical Switches in Building (3 large switches) — Manager working on three quotes.
 - f. Spare A/C pump — Manager reviewed and is not a specialist, but believes the pump suggest may work. Recommend having the vendor who changes them look at it and then proceed to decision on ordering. *AB Electric – Meeting w/them and Rick B in October. Manager to contact AB Electric for pricing on pump.*
 - g. WEBSITE — Will be started soon!
 - h. **CODE VIOLATION HEARING:** Scheduled for 17 OCT 2024. Manager is reaching out to code enforcement officer. *(Left VM for him on 13 SEP 2024.)*
6. New Business
- a. Marine License Renewal Status — Manager emailed about MFOL Renewal on 13 SEP 2024.
 - b. LaTour Fire Equipment – Hose inspections need to be handled. There are 11 and each costs \$58.25 to inspect. \$640.75 in the aggregate. *(Budget category 5519 – “Fire & Safety” – has a remaining budget of \$2,000.00, so this is well-within that.) Any objections to proceeding? (Motion not needed due to approved budget.) No objections.*
 - c. Management termination agreement with LBM – Letter for specific performance from Becker for email passwords. *(Motion directing Manager to work with attorney.)*
 - i. MOTION to permit manager to work with Becker to get a SPECIFIC DEMAND LETTER sent to LBM for email account: FortLauderdaleYachtBeachClub@gmail.com.

<i>Motion</i>	<i>Second</i>	<i>Opposed</i>	<i>Motion is</i>
VP	S	None	Adopted

7. Member Concerns
- a. UNIT #206 — Smoking letter emailed to board on 12 SEP 2024. *(Need motion directing manager to send.) Modify to a meeting notice for LTD SPA against unit to clean up.*
 - b. UNIT #314 — ~~Water leak needs to be assessed by Association.~~ *(Need discussion on vendor to use and approach.) #315 to contact #415 regarding leak.*
 - c. UNIT #216 — Notice regarding not leaving checks at the office. *(Manager sending a letter.) Manager to send out to board in draft form.*
8. Next Meeting *to be held immediately following Special Assessment Meeting.*
9. 2025 Budget Meeting — Manager recommends Monday, October 28, 2024. Notice would have to go out before Monday, October 14, 2024 (post office closed due to Columbus day.)
10. 2024 Annual Meeting — December 14, 2024; 1st Notice on/before October 14, 2024
- a. **NOTE:** Notices for the budget meeting and the annual election will go out in same mailing.

11. Adjournment

<i>MOTION</i> VP	<i>SECOND</i> T	<i>OBJECTIONS</i> None	<i>MOTION IS:</i> 6:47 p.m.
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MINUTES

APPROVED:

Kathy Donahue as Secretary of the Board

Date

MEETING MINUTES FROM 21 AUG 2024 @ 5:30 p.m., via Zoom.US

1. Call to order by President [5:35 pm](#)
2. Quorum of Board Members
| **X** | (P) J. Leopold | | **X** | (VP) Bill Hahne | | **X** | (S) K. Donahue | | **X** | (T) M. Kimmey | | **X** | (D) M. Nesbitt
3. Members present: [Bob Porter \(416\)](#); [Kurt Massing \(209\)](#); [Rick Dobreff \(315\)](#)
4. Disposition of previous meeting's minutes // Secretary's signature
 - a. MOTION to waive reading and accept meeting minutes from the meeting on 06 AUG 2024 into the records of the Association.

MOTION S	SECOND P	OBJECTIONS None	MOTION IS: Adopted
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Secretary approves electronic signature on minutes.
5. Old and Current Business:
 - a. Milestone Reserve Study (SB-4 Requirement Due by 31 DEC 2024)
 - i. Manager to get quotes for Inspection and Study. Present to Board in SEP 2024.
 - b. Roof / Insurance Issue – *The insurance company wants the roof replaced or they will cancel the insurance. Just the tar & gravel roof needs to be replaced. A letter from an engineer will not work according to the insurer as the roof is beyond its usable life.* Manager to check in with his brokers for alternative insurance.
 - c. Staffing and Personnel
 - i. Ms. Saint (Janitorial & Maintenance):
 1. Contract from AUG 2023:
 - a. 01 NOV – 30 APR 5x/wk - \$1,600.00 / mo.;
 - b. 01 MAY – 31 OCT 3x/wk - \$975.00 / mo.;
 - c. Task list is on existing contract;
 2. Supplies – not being reimbursed; Althea @ Enumerate; Ms. Saint to text manager supplies as needed. Manager will order supplies and then deliver them to the storage room.
 3. Manager to get insurances from them.
 4. Contract – Review and then sign an amendment or new contract.

- ii. Debra — Through 31 AUG 2024;
- d. Schedule for electrical work and notices to owners
 - i. 2024.08.21 – Finishing up with 218; Following week, 118; Week after 318
 - 1. Manager to speak to electrician about schedule;
 - 2. Individual Unit Panels (includes new riser wire, new breakers, service upgrade to 200amp service, 10-yr smoke detector battery. ~ \$3K/unit.)
 - 3. Individual units may be charged a LIMITED Special Assessment.
 - e. Special Assessment Letter for Association’s side of the electrical work
 - i. 3 large switch panels \$154K; Manager to get other quotes.
- 6. New Business
 - a. Projects and Priority of each
 - b. Website
 - i. MOTION for management to develop a website pursuant to the contract.

<i>MOTION</i>	<i>SECOND</i>	<i>OBJECTIONS</i>	<i>MOTION IS:</i>
VP	S	None	Adopted

- 7. Next meeting date & time: TBD when bids come in.
 - a. Item(s) for next meeting: (A) Back-up pump; *Brian in 311 (tenant) was able to offer information about a pump with larger impeller (high-volume pump vs. the medium-volume/medium-pressure pump currently in-place.) Aloha A/C installed last pump. AB Electric supplied current pump.

8. Annual Meeting is 14 DEC 2024

9. Motion to Adjourn

<i>MOTION</i>	<i>SECOND</i>	<i>OBJECTIONS</i>	<i>ADJOURNED AT:</i>
VP	T	None	6:51 pm

APPROVED

BY: _____

DATE: _____

Kathy Donahue, Secretary of the Board

Short-term action items:

- Semi-annual tree cut / trim (October)
- Pest Control (2nd Tuesday of each month)
- Improve security cameras – move monitor to the office
- Pressure clean & seal front driveway / paint repair bumpers
- Replace / repair tile in meeting room
- Seal asphalt of driveway
- Evaluate Waste management contract
- Identify all rental units have emergency contact per Ft. Lauderdale law with Management.
- Back up pump
- Notice of Electrical unit panel replacement schedule and financial requirements.
- Address Ms. Saint's schedule
- Update List of Emergency keys for units
- Plan / Schedule discussion on special assessment.
- Timeline for battery change on keyless entries

Long-term action items:

- Sea-wall repair / replace main electrical panel & unit panels
- Check under wood deck for condition of the seawall