

NOTICE OF MEETING

DATE & TIME: Tuesday, October 22, 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

AGENDA

1. Call to Order 5:33 pm

2. Notice of Meeting

3. Board Members Present

| **X** | (P) J. Leopold | **X** | (VP) Bill Hahne | **X** | (S) K. Donahue | **X** | (T) M. Kimmey | **X** | (D) M. Nesbitt

4. Members Present: *Rick Dobroff #315*,

5. Previous Meetings Minutes (*September 23, 2024 attached herewith*)

MOTION: to waive reading and accept into the records of the Association minutes from 23 SEP 2024.

MOTION	SECOND	OBJECTIONS	MOTION IS:
T	D	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***

6. Current Business

a. Contract with Enumerate — Attached separately; Does the Association wish to continue? **Motion to table by VP; Second: S; Objections: None; Motion to table adopted.**

b. Electrical Panels in Units — Manager to present options how to handle after conversation with electricians.

i. **VP – Spoke to 318 with R. Dobroff; Electrician (Billy) will be done with “18” stack by FRI 25 OCT 2024.**

ii. **All three (3) units in the “17” stack will likely have renters in there. Billy wants flexibility with other units / owners.**

iii. **Send letter to owners providing Billy’s contact information so they can schedule with him directly; Include explanations about the electrical requirements set by the City of Fort Lauderdale; Include explanation of cost factors – send draft to board.**

iv. **All units in the same stack have to have power turned off for the time that the panels are down.**

c. Electrical Switches in Building (3 large switches) — Manager working on three quotes.

- d. 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. **Motion: Authorizing manager to sign off on quote for pump by VP; Second: T; Opposed: None; Motion: Adopted.**
- e. SB-4 Requirements: FL Engineering behind due to hurricane. (Their office is closed.)
7. New Business
- ~~a. Open a new account with CHASE BANK.~~
- b. Apply for ePay setup = \$ 300.00
- ~~c. Pressure Washing (Front of Bldg) = \$3,000.00 + materials~~
- d. Pressure Washing (Garage) = \$
- e. Parking blocks: Replace / repaint / re-stencil = \$
- f. Tile replacement = \$
8. Member Concerns
- a. 311 — Past Due Balance
- b. Unit Owners w/o Keys in the office – Manager needs the list
- c. *#315 — Leak is persisting; Look at window area and see if it was re-caulked. Awning people to come check on caulking.*
- d. *Someone took the luggage cart. Manager to order.*
- e. *Locking toilet paper holder.*
- f. *Two notice boards 1 near the elevator; 1 near main entry;*
9. Next Meeting 28 OCT 2024 (Budget Mtg.)
- a. *Will double-check the list of owners 2nd TUE in NOV.*
10. 2024 Annual Meeting — December 14, 2024; 1st Notice on/before October 14, 2024
11. Adjournment
- | MOTION | SECOND | OBJECTIONS | MOTION IS: |
|---------------|---------------|-------------------|-------------------|
| VP | D | NONE | 7:06 p.m. |

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
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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	SECOND	OBJECTIONS	MOTION IS:
S	P	None	Adopted

[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:

Kathy Donahue, Secretary of the Board

DATE:

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