Indialantic Villas Condominium Association, Inc.

Board Meeting

June 20th, 2019 at 4:00pm at Unit 8

**Meeting Minutes**

**Call to Order:** Acting President Maggie Campo called the meeting to order at 4:05pm.

**Roll Call and Establishment of Quorum:** A quorum of all five board members present:
Maggie Campo, Bobbie Lang (by Facetime), Jordan Charla, April Matta, Dawne Smith.

**New Business:**

1. **Appoint new board member**

Welcomed Dawne Smith as newest board member.

1. **Election of Officers:**

Jordan Charla stepped down from office of Secretary;

Maggie Campo stepped down from office of Vice President.

New officers appointed:

Secretary: Maggie Campo (Maggie volunteered, all agreed)

Treasurer: Dawne Smith (nominated by Jordan, seconded by Bobbie, all agreed)

President: Jordan Charla (nominated by April, seconded by Bobbie, all agreed)

Vice President: April Matta (nominated by Dawne, seconded by Maggie, all agreed)

1. **Award Painting Contract (Scope of Services):**

Reviewed updated paint comparison chart. The board unanimously voted for C&J as the lowest bid at $40,240, which is $13,223 less than the next lowest bid for the same level of services.

Award of the contract to C&J is still contingent upon their agreement to include the following items; some of which may require additional fees:

1. Use Sherwin Williams 55 year sealant (as proposed on Anchor bid).
2. Apply enough coats to completely cover up the dark stucco patches
3. Agree to the proposed color palette, which includes some accent color areas
4. Paint the faded aluminum panels on the ground floor screened porches.
5. Paint or stain the wooden sections of the fence around the pool

**\*\*TODO:** Maggie to follow up with Jim Santangelo on these items.

Discussed logistics regarding painting of front doors. It was noted that not all residents would be available at the time of the painting to facilitate front doors being done by C&J. Board agreed to give homeowners the option to either allow the painters access to the door, or to paint it themselves at their own time and expense, but using the same paint color from Sherwin Williams. Owners will be given a time period in which to complete the door painting and will be assessed a fee for non-compliance if not completed by the deadline. The goal is to ensure a clean and uniform look to the entire community while making the process as economical and flexible as possible to the owners and residents.

Maggie also suggested asking C&J to paint the dark aluminum panels on the outside (bottom) of screened porches, many of which are extremely faded. The members agreed to ask C&J for a price and to go ahead if the cost is reasonable.

1. **Select paint colors to be presented to membership vote:**

Two sets of colors were selected and the palettes given catchy names to be used in the letters to the homeowners for easy identification.

It was also suggested to include a photo of the beautiful new Marenda building on A1A to give an idea of how these recommended tones blend to produce a fresh, modern beach look.

**\*\*TODO:** Maggie to compose the letter to homeowners, with input from all board members.

**Option 1 (Recommended): Modern Beach Palette**

**Nomadic Desert # SW 6107** (sandy/tan) : Building walls and perimeter wall

**Hazel # SW 6471** (beachy aqua-green) : Band around 2-story units, stair landings, possibly parking stops. (Note: No final decision was made for how to use this color on the one-story villas. Maggie suggested possibly on the ends of the buildings. There are inset areas around the small bathroom windows which may be a possible place for this contrasting shade.)

**El Caramelo # SW 9106** (brown with gold tones) : Front doors, other dark trim areas, possibly the wooden portion of the pool fence

**Option 2: Open Air Palette**

**Open Air # SW 6491** (pale blue) : Building walls and perimeter wall

**Sonoma Redwood # SW 7598** (brown with reddish tones to match existing fascia) : Front doors & trim; band on 2-story units (?)

1. **Electrical box replacement status and plan for completion:**

Maggie presented photos of all electrical boxes and brought forward concern from a homeowner as to the cost for replacing all those boxes and if we really need to. The board agreed to determine whether it is really necessary to change out all the boxes, or only those which are dangerous. Agreed to pursue by speaking with a representative from FPL to get their expert opinion.

Jordan said the electrician from Gault mentioned we should consider using stainless steel boxes because the plain metal ones deteriorate quickly so close to the ocean.

**\*\* TODO:** April to speak with Gault and FPL to follow up on these concerns:

1. Analyze which boxes must be replaced
2. Cost of stainless steel vs. metal
3. Are repairs covered by our insurance if they are deemed dangerous by FPL
4. **Open maintenance & repair items:**
5. Maggie gave an update on the visit from the structural engineer to inspect the balcony leaking issues with unit 14/13 and the settling foundation in Unit 3. Engineer reviewed the engineering drawings which Maggie had gotten from Dorothy. He still needs access to Unit 2 in order to see the structural damage between the two units because Unit 3 has been mostly repaired by Chris Matos in preparation for selling. He was not able to see very much from that side. We are waiting for the engineers’ reports to determine next steps.
6. Discussed contracting a part time groundskeeper to clean pool area & bathrooms (request from several homeowners), walk property pick up trash, clean around dumpsters, and report any maintenance issues they might find. The board suggested speaking to Gerry Hadley who already does some repair work for us, to see if he can do this. Dawne volunteered to perform all the tasks one time to decide how many hours this should take. We estimate about two hours per week.
7. Addressed non-compliance with association rules:
Unit 2 landscaping -- they cut down shrubs and left very ugly stumps.
Unit 29 – hanging laundry outside the unit.
**\*\* TODO:** Mitzi to send letters to these homeowners and also directly to Unit 29 (renter). Determine what type of fees can be imposed if not resolved. Regarding unit 2, it was suggested to give them a chance to resolve, otherwise the board will handle the landscaping and send the bill to the homeowner. Jordan said he left the owner a note saying he would take the shrubs if the owner no longer wanted them, but instead they were just hacked down to nubs.
8. Dawne suggested changing the white plastic globes on our light posts to something more modern. Possibly clear plexiglass with amber lighting. She will research options and bring recommendation to the board. Jordan reminded they should remain round for best aerodynamics in storms.
9. **Demo (by Maggie): SCPM website to access docs available to board members:**

Maggie showed the team how to log into SCPM site using account number and reviewed some of the reports available to the board under the Committee tab. (Followed up with email containing detailed instructions.)

1. **Review financials for 2019 and assign tasks to investigate unclear charges:**

Referencing May financials sent by Mitzi, discussed unusual expenses.

We unanimously agreed that SCPM must be held accountable for the $10,250 paid to Florida Fence for services never rendered and never approved by any board member. There is no valid invoice, simply a copy of the original bid, with no approval signature. The email from Mitzi is an unacceptable resolution. **\*\*TODO: Who is going to pursue this? Jordan?**

April questioned the CPA fee of $250 and what services he provides for us. She emailed this question to Mitzi, but no reply has been received yet.

Dawne as the new treasurer will be reviewing other charges with Jennifer at SCPM

There was general agreement that we need to review all recurring charges against invoices provided by those vendors. Dawne to get the itemized invoice for Gerry Hadley charge of $1154 on 3/13/2019.

**Adjournment:** The meeting adjourned at 6:15pm