

Breakers HOA Board Meeting Minutes

Meeting Information

Meeting Topic:	Breakers HOA Board Meeting		
Date:	12/06/2022	Time:	7:00 – 8:00 PM EST
Meeting Facilitator:	Todd Ingerto, President Meeting Scribe: Nick Fazzolari	Location:	Google Meetmeet.google.com/cm a-kujt-cpsVideo Conf.

Board Members

Other Attendees

Name	Attended Meeting?	Name	Attended Meeting?
Linda Patsakos	Y	Frank Lardiere	Y
Jack Hubbert	Y	Mary Lardiere	Y
Judith Parker	Y	Ken Gedaka	Y
Todd Ingerto	Y	Nicholas Fazzolari	Y

Agenda

Discussion Topics	Person Responsible	Time Allocated
Approve 11/9/2022 Board meeting minutes.	Breakers Board	5 mins.
Select new ARB and Breakers Declaration Amendment committee positions.	Breakers Board	10 mins.
Discuss Breakers HOA insurance	Breakers Board	10 mins.
Discuss sidewalk maintenance	Breakers Board	10 mins.
Open discussion – New Business.	Breakers Board	10 mins.

Meeting Summary & Takeaways

1. Approve 11/9/2022 Board meeting minutes.
 - a. Todd, Judy, and Linda approved the 11/9/2022 HOA Meeting minutes.
 - b. Jack didn't approve, he felt the minutes were too wordy and opened the Board to liability.
2. Select new ARB and Breakers Declaration Amendment committee positions.
 - a. ARB volunteers:
 - i. Mary Anne Peters - unit 20 – Received 4 yes votes from the Board.
 - ii. Ed Finn – unit 23 – Received 3 yes votes and 1 no vote from the Board.
 - iii. Fred Norelli – unit 10 – Received 4 yes votes from the Board.
 - iv. Ken Gedaka – unit 19 – Received 4 yes votes from the Board.
 - v. Liz Nittolo – unit 4813 – Received 2 yes votes and 2 no votes from the Board.
 - vi. Marilyn Anthony – unit 4816 – Received 2 yes votes and 2 no votes from the Board.
 - vii. John Anthony – unit 4816 – Received 2 yes votes and 2 no votes from the Board.
 - b. Jack noted that the ARB could have seven members.
 - c. It was noted that our bylaws call for five or seven members, however, having seven ARB members is difficult to manage and was never considered in the past.

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- d. The Board voted on having seven members serve on the ARB, two Board members voted yes to having seven members serve on the ARB and two voted no.
 - e. Todd recommended having those that volunteered and were not selected serve as alternates if and when an ARB member has to recuse themselves from voting.
 - f. Select Declaration Amendment committee volunteers.
 - i. Jack Hubbert – unit 12 – Received 4 yes votes from the Board.
 - ii. Ken Gedaka – unit 19 – Received 4 yes votes from the Board.
 - iii. Beth Shillin – unit 16 - Received 2 yes and 2 tentative.
 - iv. Marilyn Anthony – unit 4816 – Received 4 yes votes from the Board.
3. Discuss Breakers insurance generally
- a. Linda noted that she requested and received hard copies of the Breakers insurance policy that she will share with Liz per our last Board meeting discussion.
 - b. Judy recommended having Liz contact the insurance broker with any questions.
 - c. The Board agreed to have Liz review the insurance policy, provide feedback and document questions for the broker including whether Board members are covered and indemnified under the Directors & Officers liability section when the Breakers HOA is not incorporated.
4. Discuss Breakers HOA insurance limits including liability limits.
- a. Linda will ask Liz to review the policy and report back to the Board with questions.
 - b. Jack will then seek responses to the questions.
 - c. Todd noted that responses to questions need to be provided in writing not provided verbally.
5. Discuss sidewalks.
- a. The Board agreed that any raised or broken sidewalks in need of repair be remediated and that the Breakers HOA will pay to fix it.
 - b. The ARB will contact the landscaper and request a quote to fix any sidewalk areas in need of repair.
6. Open discussion – New Business.
- a. Update on dues received.
 - i. Linda noted that 2 homeowners are past due on their HOA dues and that she has sent the homeowners follow up emails.
 - ii. The Board agreed that the Treasurer will call to follow up with the past due homeowners.
 - b. PayPal and Venmo account information.
 - i. The Board agreed to cancel the PayPal and Venmo accounts.
 - ii. Linda stated that she will email the previous Treasurer to cancel the PayPal and Venmo accounts.
 - c. Fall cleanup discussion.
 - i. It was noted that the areas behind units 6 – 14, 4813 and 4815 do need to be cleaned up since there are a lot of pine needles, branches, leaves, and debris in these areas. Jack noted that that area behind his unit #12 did not need any such clean up if it saved the HOA any money to exclude that area.
 - ii. The landscaper's contract comes due in the fall of 2023.
 - iii. The Board agreed to review and approve the last payment to the landscaper and then turn this process over to the new ARB.
 - iv. The ARB will ask the landscaper for a quote to fix any sidewalk identified as being in need of repair and inform him to clean up the areas noted above during the upcoming fall cleanup.
 - d. The next Board meeting will be in February 2023.

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Decisions Made/Needed:

<u>Responsible Party</u>	<u>Decision Made</u>	<u>Status</u>	<u>Date Due</u>
Breakers Board	Selected the following ARB members: <ol style="list-style-type: none"> 1. Mary Anne Peters 2. Ed Finn 3. Fred Norelli 4. Ken Gedaka 5. Liz Nittolo 	Completed	12/6/2022
Breakers Board	Selected the following Declaration Amendment Committee members: <ol style="list-style-type: none"> 1. Jack Hubbert 2. Ken Gedaka 3. Marilyn Anthony 4. Beth Shillin* - tentative 	Completed	12/6/2022
Breakers Board	The Board agreed to cancel the PayPal and Venmo accounts.	Completed	12/6/2022

Follow up/Action Items

<u>Action Item</u>	<u>Status</u>	<u>Responsible Party</u>	<u>Date Due</u>
Linda will ask Liz to review the Breakers insurance policy and report back to the Board with questions.	To Do	Linda Patsakos	1/08/23
Once the Board reviews and agrees with the questions, Jack will seek responses to the questions.	To Do	Board Jack Hubbert	Prior to February 2023 meeting
ARB will ask the landscaper for a quote to fix any sidewalk sections identified as being in need of repair.	To Do	ARB	12/11/2022
The landscaper will be requested to clean up the areas behind units 6 – 14, 4813 and 4815 during the upcoming fall cleanup.			