

## Approved Minutes of the Board of Directors Budget Approval Meeting

Date: December 9, 2017 at 9am

### **1) Call to Order, Establish a Quorum, Proof of Notice:**

Meeting called to order by President Pete B at 9am. Quorum established with 4 of the five board members present. Also present were Joe Walker, Mgr. and Sherry Walker, CAM (on phone) from Walker Property Management. Owner present: Jim S

### **2) Approval of BoD minutes of 4/13/2017:** Motion made to approve the minutes by Al B.; seconded by Dennis; passed

### **3) Manager's report:** Joe W.:

- Florida Fire Systems will be on site on Monday Dec 11<sup>th</sup> to perform the quarterly test of the fire alarm system, no alarms will be sounded
- The next scheduled roof cleaning will be in January
- I am waiting for W. FL Enterprises to schedule the repair on the broken roof drain and replace the section of rain gutter lost in the hurricane. In addition to that, there are 2-3 a/c conduit supports that need to be reattached to the roof

- The next pest control spraying inside the units will be in January

- Notices will be posted

- Janitorial Services: I met with Jessie and Luis to review the following:

- 1)keep pool furniture clean front and back

- 2)do a better job of blowing out the garages

- 3)empty the trash can in the garage area once each week

- 4)do a better job of knocking down bugs, spider webs, mud dobbers, etc. from the walls and light fixtures

- 5)keep the mailboxes clean

- 6)keep the elevator doors polished

- I delivered floor cleaner TSP to S View on Monday, Nov 20<sup>th</sup>

- Elevator status: New pump: install began Weds Dec 6<sup>th</sup>

- Al has asked me to set up a meeting with Otis/Carissa once the repairs are complete to discuss problems with the new doors and any other concerns

### **4) Treasurer's Report:** Al: Approximately \$28,000 in checking account at the end of November

### **5) Old Business:** None

**6) New Business:**

**a) comments on budget proposed; vote on budget proposed:** No input from owners provided regarding the proposed budget; Al made a motion to approve the budget; Dennis seconded; passed

**b) emergency decision/elevator pump; additional storm related repairs and emergency special assessment:** Motion made by Ben to approve an emergency special assessment in the amount of \$750.00 per unit to cover the hurricane repairs to the roof, elevator, and property; Dennis seconded; passed. Assessment due January 1, 2018.

**7) Date of next BoD meeting: Thursday, Jan 11, 2018**

**8) Adjournment:** Ben made the motion to adjourn the meeting, Dennis seconded; passed. Meeting adjourned at 9:26am