

**Caribbean Beach Club Association Board of Directors
Meeting Minutes**

March 1, 2021

Call to order/Roll Call

Meeting called to order at 3:02 PM

Attending via Zoom: Sarah McElwee, David Zibolski, David Siktberg, Jon Vary, Patrick O'Connor, Brett Beer, Mary Allison, Brian Heller, Lisa Martin, Jamie Orrell.

Quorum Verification & Proof of Notice

Mary Allison verified the quorum and proof of notice for the meeting.

Approval of minutes from last meeting October 26, 2020

Action: A motion was made by David Zibolski and seconded by David Siktberg to approve the minutes as presented.

Passed unanimously.

Financial Reports

- a. December/Year end 2020, and January 2021
- b. Reserve Funding/Expenses for 2021
- c. Billing and Collections through January 2021
- d. Debrief on 2021 Maintenance Billing Statements

Action: Lisa Martin gave a review of the monthly financials ending December 2020 and January 2021. She stated year end was close to even with only a \$3,700 surplus. Brian Heller provide an update on the large increase in 2020 reserve spending and delinquency rating. Lisa stated that 82% of maintenance fees had been collected. Direction was given to management to provide an assessment of foreclosure accounts to the Board at the next meeting. The Board also discussed the Maintenance Billing Statements.

Old Business/Property Management Update

- a. General operations update
- b. Pool Room update
- c. South Building dehumidifiers and modifications
- d. Door between 105/106
- e. Commercial washer/dryer for housekeeping

Brian Heller presented the operations report to the Board which included the Estero Road project, paver project, an update on the pool room, update on the door between units 105 & 106, the commercial washer and dryer for housekeeping order, COVID protocols, new ramp on south beach entry, and parking area security cameras.

New Business

- a. Steve Elbing resignation – appointment of new member of the board
- b. Unit/room safes
- c. South building exterior sealing – South wall
- d. Room furniture and remodel
- e. Rest room for poolside
- f. Pet Policy
- g. Owner unit transactions
 - i. Verification of owner rental
 - ii. Self rental to outside party
 - iii. Tricom rental process

Action: A motion was made by David Siktberg and seconded by David Zibolski to appoint Gus Vargo as the new Board Member.

Passes with a vote of 5-1.

Action: A motion was made by Patrick O'Connor and seconded by Brett Beer to approve bid #2 for the seal work on the south side building in the amount of \$7,137.

Passed unanimously.

Brian Heller provided an overview of the Unit/Room Safes, Room furniture and remodel, and Pet policy.

Direction was given to management to provide additional information for the Poolside restroom (town approval, parking issue ADA compliance, Power & odor control), walkway maintenance, middle/north buildings issues, and railings at the next meeting.

Topic: Owner Unit Transactions, Dave S. provided several suggested changes to notifications owners receive and the owner rental process. Tricom requested Board suggestions and they will review and provide an updated product to personalize the process. Dave S. will draft suggestions.

Committee Updates

Building and Grounds suggests replacing old grass with new sod grass. Direction was given to Mary to get estimates for the June meeting.

Website/Internet/Social Media advised that the Comcast connection has now improved and Wi-Fi working fine.

Website changes submitted and awaiting implementation, reviewing and evaluating what content should be on the CBC sight to include photos. TJ has provided many photos.

There are two owner operated sights: CBC Owners Classified (Facebook—not official CBC site) run by Sarah and includes rental options; John V. is running the Yahoo group, also not an official CBC site, for conversation and rentals.

Dave S. would like to do a third site.

Investment committee reports the committee has decided to move investments to CIT Bank, which does not charge fees and is also a bank Tricom works with. They are also creating the ability for a Tricom employee to move some of the funds within limits to facilitate operational needs as approved by the committee.

Adjournment – A motion was made by Sarah McElwee and seconded by David Zibolski to adjourn the meeting at 6:28pm.

Passed unanimously.

BY: _____

DATE: _____

09-25-22

Caribbean Beach Club Association Board of Directors
Meeting Minutes
June 7, 2021

Call to order/Roll Call

Meeting called to order at 9:00 am.

Present at the resort: Sarah McElwee, Brett Beer, David Siktberg, David Zibolski, Patrick O'Connor, John Vary, Gus Vargo, Brian Heller, Rhea Riley, Mary Allison

Attending via zoom/phone: David Siktberg, Lisa Martin, and Jamie Orrell

Quorum Verification & Proof of Notice

Mary Allison verified the quorum and proof of notice for the meeting.

Approval of minutes from March 1, 2021

Action: A motion was made by Dave Zibolski and second by Brett Beer to table the approval of the March 1, 2021 minutes to the next meeting.

Passed unanimously.

Financial Reports

a. February, March, and April 2021

- i. Fund status update
- ii. Official filings status update
- iii. 2020 audit status
- iv. Insurance update and coverage
- v. Rental proceeds documentation for owners

Brian Heller provided an overview of the variance report and related financial reports. He stated the collection of 2021 maintenance fees are better than 2020 with only \$36,126 outstanding. Dave Siktberg also provided the Board with additional insights related to the financials and budget planning. Both concur we are in good financial shape. It was stated that the Insurance rates went up but enough was budgeted to cover the increase in 2021. Additional increases are expected for 2022.

Action: Direction was given to management to provide David Siktberg with tax information regarding filings and rental proceeds.

Action: A motion was made by Brett Beer and seconded by David Zibolski to approve the 2020 Audit as filed.

Passed unanimously.

Action: A motion was made by David Siktberg and seconded by Sarah McElwee to approve the insurance policies purchased in March 2021.

Passed unanimously.

b. Reserve Funding/Expenses for 2021—Sarah/Brian

- i. Glass cooktops for units with coil burners
- ii. Inventory build/storage for major appliances and furniture
- iii. North building AC replacement
- iv. Railing's replacement and décor
- v. Furniture/Unit equipment – repair or replace
- vi. Reserve Study – previously identified that it would be conducted in 2022

- vii. Pool resurfacing
- viii. North and middle bldg. mini splits; maintenance and replacement
- ix. North and middle bldg. dehumidifiers

Brian Heller provided an update regarding the fire alarm sounders deficiency in the south and middle buildings, which is a fire code requirement. It is unknown why inspectors signed off on this. A quote was obtained for \$25K.

Action: A motion was made by David Siktberg and seconded by Brett Beer to approve the purchase of the alarm sounders and to have the association attorney seek redress on the potential oversight.

Passed unanimously.

Mary Allison provided updates on the replacement of coil stoves to cooktops in units that still have coil burners and the storage units on and off site.

Action: Direction was given to management to test one stovetop option and evaluate performance, evaluate records storage with the goal of electronic storage, and to prepare information relative to placing an on-site storage facility behind the south building and remove mini mobile.

Brian Heller provided an update regarding the aging north building A/C units.

Action: A motion was made by David Siktberg and seconded by Brett Beer to approve the purchase of Daiken A/C system for north building at a cost of \$137K.

Passed unanimously.

Action: Direction was given to management to evaluate the middle building for dehumidification needs and provide proposal to clean/maintain existing north building units.

David Siktberg presented an overview of proposed railing/gate replacement/repair on all buildings and pool area and décor for the south building.

Action: A motion was made by Brett Beer and seconded by Patrick O'Connor to approve the expenditure to replace pool rail and gates and north building rails as presented by management.

Passed unanimously.

Action: A motion was made by Jon Vary and seconded by David Siktberg to approve the replace the railing décor on the south building.

Motion failed: 2 in favor and 5 against

Action: Direction was given to management to provide a proposal for south side décor as well as present interior décor and space recommendations.

David Siktberg provided an overview of furniture/equipment deficiencies and assessment process. David stated a Reserve study will be conducted in 2022.

Brian Heller provided an update on the 2022 pool/spa refinishing and resurfacing project. He stated it will require draining and approximately a two-week window to complete.

Action: Direction was given to management to identify optimal weeks for the project.
Action: Direction was given to management to identify optimal weeks for the project. 02

Billing and Collections through April 2021—No action taken

Operations and Property Management

- a. South Building Sealing
- b. Rest Room Poolside
- c. COVID update
- d. Packet Upgrade
- e. Information flow
- f. Culture

Brian Heller provided an overview of the pool area rest room proposal.

Action: Direction was given to management to present space, possible footprint location and cost, along with a locking mechanism, hurricane removal service and draft contract at the next meeting.

Mary Allison advised the Board that the recreation room and amenities are now open and available. Cleaning protocols will remain in place for units and facility. Friday cleanings for those staying over will be reinstituted.

Brian advised that he would prefer Board concerns be routed through him directly or in his absence, to Jamie or Rhea, in order to maintain consistent communication and control of operations. Contact information will be provided to the Board. Discussion occurred regarding additional protocols for communication to the Board.

Sarah McElwee provided an overview on foreclosures and process.

Action: A motion was made by David Zibolski and seconded by Patrick O'Connor to sever the sales agreement with MVP sales immediately.

Passed with a vote of 5-2 (Siktberg and Vary-no)

Action: Direction was given to management to present a new sales plan to Board.

Committee Updates

a. Building & Grounds

- i. Grass replacement
- ii. Dock repairs and replacement

Brian Heller provided an update on issues with ceramic tile floor cracking and presented a new option for consideration.

Action: Direction was given to management to present a proposal for new product.

Patrick O'Connor presented the committees review of the grass areas of the resort and the recommendation to replace with artificial turf.

Action: Committee will bring bids for Board consideration at the August meeting.

Brett Beer presented an update on the dock and reported that the pilings and cross pieces appear to be solid. They recommend replacing wood planks with Trex board to increase longevity. They will work with management to review and replace as current budget allows. If additional funds are needed, will present at the August meeting.

b. Website/Internet/Social Media

- i. Website usage statistics and content
- ii. Personal website setup and plans

PERSONAL WEBSITE SETUP AND PLANS 02

iii. Internet service performance

David Siktberg provided an update and continues to evaluate usage and needs. Brian provided a suggestion to place cameras on the roof and connect to the TV in the rooms as an aesthetic upgrade and also make it available on website.

c. Investment

- i. Committee process and role definitions
- ii. Current recommendations and actions

The committee is working on 6 month to 1 year investments based on current market status. David Siktberg explained that as treasurer he will work with management on internal investment issues, while Jon watches the external issues.

d. Governance Documents

- i. Smoking policy update

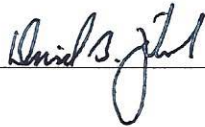
David Zibolski provided an overview of the current smoking policy which allows for smoking in the pool area.

Action: Review with association attorney and present suggested language to Board for review.

Adjournment- A motion was made by David Siktberg and seconded by Brett Beer to adjourn the meeting at 2:45 pm EST.

Passed unanimously.

By: _____



Date: _____

08-25-22

Next meeting: August 23, 2021 @ CBC for 2022 budget process

**Caribbean Beach Club Association Board of Directors
Meeting Minutes
August 23, 2021**

Call to Order/Roll Call

Meeting called to order at 9:00 am.

Present at the resort: Sarah McElwee, Brett Beer, David Siktberg, David Zibolski, Patrick O'Connor, John Vary, Gus Vargo, Brian Heller, and Mary Allison.

Attending via zoom/phone: Lisa Martin, Jamie Orrell, Rhea Riley

Quorum Verification & Proof of Notice

Mary Allison verified the quorum and proof of notice for the meeting.

Agenda

A motion was made by John Vary and seconded by David Siktberg to amend the Agenda as follows:

- a. Move Item V. c. (2022 budget review) to end of agenda
- b. to have board director training provided by the association attorney (placed under new business)

The motion was unanimously approved.

Approval of Minutes from March 1, 2021 and June 6, 2021

Action: A motion was made by David Zibolski and seconded by Brett Beer to approve the March 1, 2021 and the June 6, 2021 minutes as submitted. The motion was unanimously approved.

Financial Reports

- a. **May, June, and July 2021**
 - i. Fund's status update

Lisa Martin provided an overview. YTD revenues are up \$102,182 compared to budget due largely to the increase in rentals. This surplus is subject to changes in rental usage and may decrease by end of year.

Sarah McElwee explained that owner rentals through Tricom are handled differently than prior management companies in which the owner's benefit by receiving full value versus revenue lessened by the management percentage even though owners were taxed on the full amount. Cleaning fee (\$40) will still be deducted from owner's revenue if more than one cleaning is needed, i.e. unit rental week is split up. This will be explained in detail in the next newsletter.

David Siktberg provided an overview related to fund balance summary report through August 22, 2021. Cash status is good.

Billing and Collections through July 2021

Lisa Martin provided an overview. Many owners have small amounts under \$20 due to late interest due. Tricom does reverse these if owners call in.

Action: A motion was made by David Siktberg and seconded by Sarah McElwee to direct management to write off amounts of \$20 or less due to late payment interest/fees. The motion was unanimously approved.

Action: A motion was made by Sarah McElwee and seconded by Gus Vargo to direct management to contact and attempt to recover the title for the top 14 delinquent accounts with a balance older than one year. If not successful, move those accounts to foreclosure. The motion was unanimously approved.

Operations and Property Management

a. Old business and current status

ii. Alarm sounders

Brian Heller stated they are still waiting for contractor to schedule this improvement—update at next meeting.

iii. Stovetop option

Brian Heller provided an overview. One has been purchased, but has not been tested yet due to needed electrical update in North building that will increase the cost of this enhancement. Update at next meeting.

iv. On-site facility south side

Brian Heller provided an overview. Storage bin has been moved out. Follow up still being conducted re: location and cost of new storage facility for equipment. Update next meeting.

Electronic scanning of documents still pending with Mary.

v. Daiken A/C system for north building

Brian Heller provided an overview in which they identified the ability to add dehumidifiers to the north building along with the A/C project for a total cost of \$221,800 with 4-week delivery of equipment.

Action: A motion was made by David Siktberg and seconded by Brett Beer to approve the project and add 8 dehumidifiers for the middle building. The motion was unanimously approved.

vi. Portable toilet for poolside

Brian Heller provided an overview. Trailer is on-site and functioning in order to evaluate it and decide whether to keep and then whether to rent (\$1900 monthly+ \$270 service) versus buy—cost unknown at this time. Discussion re: a one-year evaluation to decide rent vs. purchase. Security will lock during their first check (10:30pm) and management will open up arrival. Housekeeping will check the bathrooms twice daily.

vi. Confirmation letter changes

Brian Heller provided an overview. Dave Siktberg was provided updates for

his review. Report at the next meeting.

vii. Floor tile replacements

Brian provided an overview with a new product that is waiting for vendor quote to sample in one room. Update at next meeting.

b. New business review

i. Smoking policy

David Zibolski reviewed the revised rule 19 draft from the association attorney.

Action: A motion was made by Patrick O'Connor and seconded by John Vary to amend rule 19 as presented. Direction was given to management to implement by week 40 (October 2, 2021). The motion was unanimously approved.

ii. Contract for TJ Bryant and HOA sales

David Zibolski provided an overview of the HOA sales contract as constructed by the governing documents committee and reviewed by management's attorney.

Suggestion of release fee of \$100 for studios (sale price \$800), 1 bedroom \$200 (sales price up to \$1100), anything with a balcony \$300 (sale price above \$1100).

Action: A motion was made by Sarah McElwee and seconded by Gus Vargo to accept the contract language with Appendix A prices and release fees as follows: \$100 for studios (sale price \$800), 1 bedroom \$200 (sales price up to \$1100), anything with a balcony \$300 (sale price above \$1100). The motion was unanimously approved.

Action: A motion was made by David Siktberg and seconded by David Zibolski to approve the completed contract with Appendix A. The motion was unanimously approved.

iii. Proposal for pool resurfacing

Brian Heller provided an overview. Project includes the hot tub. Bid range is \$39K-57K. Management recommended late April – early May (weeks 17-18) timeframe for pool resurfacing. Information to go into newsletter.

Action: A motion was made by Patrick O'Connor and seconded by Brett Beer to schedule the pool project in 2022, weeks 17-18 to complete project. The motion was unanimously approved. Direction was given to management to notify affected owners. Project may be extended based on weather conditions.

b. 2022 budget review

David Siktberg reviewed three budget options with Board and management. Brian Heller provided an overview and is working on proposals for reserve fund expenditures:

1. Repair/replacement of furniture
2. North/middle building moisture remediation.
3. New landscape grass project estimated @ \$30K.
4. Pool lounge pillows
5. Paver project started and is ongoing
6. Dock—pending quotes estimated to be 6 months

Action: A motion was made by David Siktberg and seconded by Brett Beer to approve the budget as presented with total maintenance fees (reserve & operations) of \$613.00 per unit. The motion was unanimously approved. This action fully funds the reserve fund consistent with the pooling method.

Action: A motion was made by Sarah McElwee and seconded by David Siktberg to approve moving the operating surplus at the end of the year, less the settlement funds, to the reserve fund. The motion was unanimously approved.

Action: A motion was made by David Zibolski and seconded by Gus Vargo to approve the repairs to the middle building sliders and windows as needed, in an amount not to exceed \$26,000. The motion was unanimously approved.

d. Board director training

Association attorney is available to provide this instruction via a Zoom meeting at Boards discretion. Discussion re: scheduling this after the annual election.

Committee Updates

a. Buildings & Grounds

- i. Grass replacement
- ii. Dock Repair

Patrick provided an overview. Pavers and grass turf will be done in sections.

Action: A motion was made by Patrick O'Connor and seconded by Gus Vargo to approve the installation of the artificial turf, in an amount not to exceed \$35K. The motion was unanimously approved.

Future projects could include metal piping under the north building due to rusting and the west side of north building has stucco repair due to chipping.

b. Website/Internet/Social Media

- i. Internet—no issues; website usage does not require additional expenditures.

c. Investment

Jon Vary continues to review options.

d. Governance and Documents - no report at this time.

Adjournment: A motion was made by David Zibolski and seconded by Brett Beer to adjourn the meeting. The motion was unanimously approved. The meeting was adjourned at 2:15pm.

By: 

Date: 08.23.22

**Caribbean Beach Club Association, Inc.
Annual Owners Meeting
Minutes**

October 25, 2021

Call to Order/ Roll Call

Sarah McElwee called the meeting to order at 1:00 p.m.

Attendees: Sarah McElwee, Brett Beer, David Siktberg, David Zibolski, Patrick O'Connor, John Vary, Gus Vargo, Brian Heller, Rhea Riley, Mary Allison, and Kalei McElroy-Blair (attorney)

Proof of Notice of Mailing/Quorum

Ms. Allison stated the meeting notice was posted in the Board approved location in accordance with the condominium documents and Florida Statutes.

Fifteen percent (15%) of all Association members (a "quorum") must be present, in person or by proxy, at the meeting, in order for the business to be conducted, including election of Directors. The number of unit week votes needed was reported to be 288. Valid proxies were received for 638 unit weeks, and therefore the quorum requirement was met.

Approval of Minutes from October 26, 2020

Action: A motion was made by Dave Zibolski and seconded by Dave Siktberg to approve the October 26, 2020 Annual Meeting Minutes.

Passed unanimously.

Results of 2022 budget vote

Dave Siktberg stated the reserves are fully funded and the 2022 budget was approved.

Board member comments

Sarah McElwee provided a yearly accomplishment overview.

Appointment of chairperson of Inspector of Elections

Attorney Kalei McElroy-Blair was appointed as chairperson.

Election results

Kalei McElroy-Blair reported vote totals from the election and announced the top vote recipients for the three seats available. The following candidates were elected:

Sarah McElwee
Patrick O'Connor
Gus Vargo

Owner comments

TV/Cable vendor contracts; reserved covered parking area should be resurfaced; explore cost of parking lot pavers vs. asphalt; some furniture needs replacement-tables, etc.; cabinet knobs. Sarah explained plan to create a committee to look at room layout and decorum.

Owner asked about the process re: repairs within units, do we have one? Mary explained the process.

Question regarding investing in CD's, John Vary explained our investment process.

Question regarding restoration committee, will there be an email created to receive suggestions. Sarah confirmed.

Comment made on rain incursion in front of 113/213 during heavy/windy rain on front walkway area.

Question regarding structural issues. Sarah explained building/grounds committee responsibilities. Reports some stress cracks and portion of ceiling deteriorated under 216 lanai and fell into 116 lanai.

Adjournment: A motion was made by Dave Zibolski and seconded by Gus Vargo to adjourn the meeting. The motion was unanimously approved. The meeting was adjourned at 1:42pm.

By: _____

Date: _____

David B. Juhl
09-25-22

**Caribbean Beach Club Association, Inc.
Board of Directors Organizational Meeting
Minutes**

October 25, 2021

Call to Order/Roll Call

Meeting called to order at 1:53pm

Attendees: Sarah McElwee, Brett Beer, David Siktberg, David Zibolski, Patrick O'Connor, John Vary, Gus Vargo, Mary Allison and Tami Wilcox.

Proof of notice of meeting

Mary Allison verified the quorum and proof of notice for the meeting.

New business

Election of officers

Action: A motion was made by Gus Vargo and seconded by Dave Zibolski to retain the current officers.

Passed unanimously

Dates for BOD training

The board training was scheduled for November 9, 2021 4pm-8pm EST, via Zoom.

Committees

Below is a list of the committees and committee members

Building & Grounds—Pat/Brett

Investment—Gus/Dave S./Jon

Government—Dave Z

Room renovation—Pat/Sarah

2022 Board Meeting Schedule


01/31/22 Zoom afternoon meeting (3p-7p) w/some in attendance

05/09/22 in person

08/15/22 (Budget) in person

10/24/22 (Annual) in person

Adjournment: A motion was made by Dave Zibolski and seconded by Gus Vargo to adjourn the meeting. The motion was unanimously approved. The meeting was adjourned at 2:18pm.

By: 

Date: 05-09-22

Caribbean Beach Club Association, Inc.
Board of Directors Regular Meeting
Minutes

October 25, 2021

Call to Order/Roll Call

Meeting called to order at 8:32 am.

Present at the resort: Sarah McElwee, Brett Beer, David Siktberg, David Zibolski, Patrick O'Connor, John Vary, Gus Vargo, Brian Heller, and Mary Allison.

Attending via phone: Lisa Martin, Jamie Orrell and Rhea Riley

Quorum Verification and Proof of Notice of Meeting

Mary Allison verified the quorum and proof of notice for the meeting.

Approval of minutes from August 23, 2021

Action: A motion was made by Dave Zibolski and second by Gus Vargo to approve the minutes as amended.

Passed unanimously.

Financial Reports

August and September 2021

Lisa Martin provided an overview of the financial statements. She stated CBC is doing well for the year and there were no noted issues or concerns. There was a cost of \$11K not covered by insurance from the in unit fire earlier this year. Year to date, 32 HOA units have been sold.

Dave Siktberg reviewed investment accounts and we are in good shape cash wise.

Billing and Collections through September 2021 including updates from actions approved in August

Two attempts were made to contact owners owing substantial amounts with no response. Management is moving 14 units to foreclosure as directed at August 23, 2021 meeting. Estimated cost of \$680 per unit and 6-9 months for process to be completed.

Old Business

Update on road construction- Keith Gomez, Lee County Lands Office; Dan Craig, Engineer for project.

Working on improving the drainage issues in our lot area as part of the upgrades. Requesting temporary easement drainage to move inlet slightly into parking lot, allowing for better drainage, re-asphalt, grading, and re-striping of entry way, five spaces, and replace curbing as part of their project. CBC will lose five east

side parking spaces, temporarily, during the 3-7 day process.

The timeline for project completion is February 2022.

The drain will now be on CBC's property and maintenance will CBC's responsibility to keep it clean.

Action: A motion was made by Brett Beer and seconded by Dave Zibolski to reach an agreement with Lee County for a temporary easement approval as presented, subject to association legal counsel review.

Passed unanimously.

Revisit Pool Closure to move maintenance weeks vs. prime weeks.

Action: A motion was made by Dave Zibolski and seconded by Gus Vargo to change the dates of the pool maintenance project from weeks 17-18 to weeks 36-37 (September 3-16, 2022).

Passed with a vote of 6-1. (Voting no: Mr. Vary)

Action: A motion was made by Dave Siktberg and seconded by Sarah McElwee to move all unit maintenance to weeks 36-37 with the assumption that there will be an onsite manager from Tricom.

Passed with a vote of 6-1. (Voting no: Mr. Vary)

Revisit Rental Agreement for potential changes/updates.

Action: Direction was given to management to do an analysis of proposed changes and budget/financial impacts for presentation at the next BOD meeting. Board members may also submit changes for consideration.

Updates on August follow up items:

HVAC North Building

The project was completed with no issues. Positive feedback from owners/renters.

Artificial Turf expansion

This item is pending paver installation to complete.

Alarm Sounders

This item is pending permits.

Stovetop Installation

Action: A motion was made by Pat O'Connor and seconded by Brett Beer to approve replacement of 18 units with coil burners to Kenyon model glass tops.

Passed unanimously.

Storage facility updates

This item is pending inquiries and callbacks.

Portable Toilets – next steps after 90 day trial

The board discussed the favorable feedback from owners, maintenance response time (every 2 weeks) and the security officer leaving it unlocked on some occasions.

Action: A motion was made by Pat O'Connor and seconded by Sarah McElwee to continue another trial period. Direction was given to management to address concerns with contractor and review at the next board meeting.

Passed unanimously.

Floor Tile replacements

Brian Heller provided an update and the cost of removing the current tile prior to laying new tile, which is preferred, and warranty.

Action: Direction was given to management to update the board with a cost proposal at next board meeting.

Repairs to middle building sliders

Brian Heller stated the middle building might not have hurricane windows.

Action: Pending insurance proposals.

Confirmation letter updates

Pending next meeting.

New Business**New Property appraisal**

Brian provided an overview and concerns regarding insurance coverage of interior common items. The last appraisal was done in 2019 and was not on site. Management suggests a new, on site appraisal, estimated cost \$4K and done as a timeshare vs. condominium property.

Action: A motion was made by Dave Zibolski and seconded by Gus Vargo to obtain a new appraisal with a qualified company recommended by management.

Passed unanimously

Insurance proposal

Primary carriers want 100% hurricane resistant windows throughout. Determination is being made for entire complex including the window replacement prior to updating policy.

Hurricane protection for single pane windows in middle and south buildings.

The board discussed this item.

Dock renovation

Proposal to repair decking, handrails and stainless screws via contractor at cost of \$12,840 with stringer replacement at \$250 each.

Action: A motion was made by Pat O'Connor and seconded by Brett Beer to approve the J.W. Enterprises contract proposal.

Passed unanimously.

Pipes under north building replacement

Pipes were inspected and quoted for replacement of fire suppression pipes at \$28,140.

Action: A motion was made by Pat O'Connor and seconded by Gus Vargo to accept the contract proposal for fire sprinkler piping.

Passed unanimously.

Action: Direction was given to management to present proposal for replacement of other north building plumbing pipes at next meeting.

Committee Updates**Building and Grounds****Pool Chairs**

Brett and Pat discusses the pool chairs and options to re-cover or replace.

Action: Mary to discuss with Sun Coast and provide a proposal at the next meeting, to include a maintenance or housekeeping plan to keep the chairs maintained.

Waterline tiles and cleanliness

Action: Mary to address this with the Pool Company and report back at next meeting. Deep clean is required every two weeks, but this is not being done adequately.

Downspout pipe by office to be replaced

Action: Samples for the pool coping to be presented at the next meeting.

Landscaping

Mary provided an update on this item. She has some contractor suggestions and is continuing to work on a plan.

Action: Proposal to be presented at February meeting.

Railing replacement around the pool and north building

Action: Update plan and proposal for next meeting.

Website/Internet/Social media

Some small changes and updates needed. Dave is working with management to make these improvements.

Random TV box signal issues that are being addressed.

Discussion regarding phishing tactics using BOD emails—email requests for personal account type information from a director is not legitimate.

FACEBOOK group is 170 members, Yahoo group is about 100 members

Investment

Returns are diminishing due to current economics. Management has found more beneficial checking account options and will work with committee.

Action: Monthly comment cards to be electronically sent to board.

Adjournment: A motion was made by David Zibolski and seconded by Dave Siktberg to adjourn the meeting. The motion was unanimously approved. The meeting was adjourned at 11:40 am.

By: David S. Zibolski

Date: 05-09-22