

Pinewood Village Condominium Association

Board of Directors Meeting

April 19, 2018

Date: **Wednesday**, April 19, 2018

Time: 7:00 PM

Location: Clubhouse

Minutes

1. Call to Order
2. Please turn off cell phones
3. Taping in progress
4. Roll Call – Dick Mall(present), Hanny Barram(absent), Jim Knapp(present), Tony LaCorte(present), David Fedash(present)
5. Moment of Silence – In memory of Barbara Chase
6. Approval of prior meeting minutes (February & March 2018) motion to approve; approved; minutes distributed
7. Correspondence
 - a. 1506 Choppolla resignation – 3/27 Social Committee Chair – motion to accept, accepted
 - b. 1204 Hendrickson – request for lanai wall replacement – motion to accept (Jim spoke with vendor), accepted
 - c. 1304 – Motion to remove tree touching building at rear (email OK from owner in Russia), approved
 - d. 502 – Castonguay – request for previous Newsletters - sent
 - e. 204 - Cravens - Receipt of email regarding excessive noise at Unit 203, motion to send a letter from A-T, Clearwater 'quiet' hours; motion accepted
 - f. 706 - Tunzi – Request for “Do not trim” markers for Landscape company – on order
8. Treasurer’s Report – Jim Knapp (handout)s(March YTD Income Statement(Balance Sheet)(Financial Summary)
 - a. Delinquencies – we will get more assertive about collection
 - b. Triangle Pool company invoices were paid in April (not March)
 - c. Clubhouse cleaning – was not budgeted
 - d. Audit–Page Company - \$3,500 (Report required every 4 years) (delayed)(\$500 budgeted – we will find \$ to fund this project)
 - e. Roofing Plan & financing being prepared – Urethane, Ontop, Ameri-Tech(James Roofing)
 - f. Motion to accept Treasurer’s Report, accepted
9. Property Manager’s Report – David Fedash
 - a. Unit 707 Delinquent over \$4,000; motion to approve lien, motion approved
 - b. Unit 301 – Lien of \$2,700, can foreclose after May 14, will wait status from bank & attorney
 - c. Water & sewer bills are separate – this helps to identify significant variances
 - d. Violations – Unit 1501 – Unapproved occupants
 - e. Unit 801 – Oversize propane tank
 - f. Unit 203 (pending letter to Owner-Tenant) noise violation
 - g. Cost to remove shuffleboard court at 801 (\$4,000 - \$5,000) on hold pending status of Roof Project
 - h. Fire extinguishers will be inspected next week
 - i. Motion to accept Property Manager’s Report, motion accepted
10. President’s Report – Jim Knapp
 - a. Baycut – mushroom farm at 809 removed, new viburnum plants at Marilyn Street planted, palm trees trimmed, will walk with Dave Henry (4/19) and determine where sod is required
 - b. Triangle Pool Service
 - i. Aquatek repaired, new chlorinator installed, new filters installed, filters cleaned weekly
 - ii. Last year – reports of UTI’s, ear infections – possible the pool was to blame
 - iii. Pool
 1. Change hours – from dawn to 10:00 PM – motion to approve, motion accepted
 2. create a new Pool sign – motion to approve, motion accepted
 3. Pool temperature – floating device – display in pool, solar temperature adjusted to keep the pool warmer (from 104 degrees to 75 degrees)
 4. Pool Deck – Testimonial from Jaye Faticone, can walk on the deck and NOT burn your feet
 - c. Denny’s – new Clubhouse hot water heater installed – no SCALD mode (40 years old), leak at 606 rear repaired

- d. Arrow > TBA – squirrels, termites, bees, moles, mice, etc. . . (Bug Busters) (same products as used by Terminex, Arrow, others’ not a Home Depot product) no ‘good’ Pest Control company (product \$172 – cost \$1,200 - \$2,000; tenting – 1 day, ground spray – lasts 3 rainstorms, trench application – lasts 5 years)
 - e. New Signs – Handicap Parking, No Soliciting, Map – Buildings; front sign(s) – future
 - f. Carport roofs being cleaned – on-going
 - g. New water spouts – Clubhouse (2), 1202 rear (1)
 - h. New home for the ping-pong table – next to pool table (there is not much space in back room)
 - i. Will clean roof tiles in late April or early May (will be May 14)
 - j. Rear Light Fixtures – 5 will be replaced (on order)
 - k. Hose Hangars – 13 will be installed (on order)
 - l. 1206 Front light fixture – to be replaced (on order)
 - m. Building 16 (rear) Drainage issue being addressed for entire building (Rob Jarrell),(Baycut)
 - n. Lint Traps (dryer) – Please check these frequently (photo displayed)
 - o. New Walkway at 1502 installed – please inspect during the day; will consider doing the same to other buildings
 - p. Wind Mitigation – ‘old’ quote for \$1,200 – will check current cost and present to Board
 - q. Clubhouse – open in the early AM, Clubhouse, bathrooms, new wastebaskets, please lock up at night after use
 - r. WiFi in the Clubhouse – Spectrum
 - i. Equipment needs to be upgraded (per 3/19/2018 – 3 hours on phone)
 - ii. WiFi unit does not belong to Spectrum – I don’t know where it came from
 - iii. Phone call (4/4/2018 – 30 minutes – ended up with an email address (is bad)
 - iv. Jim Knapp will investigate & get new modem-router – April & May (contacted another A-T PM for assistance)
 - s. Electrician – Leon Gonzalez
 - i. electrical boxes at pool patio – replaced, raised (water hazard) – both pool lights now work (saved \$700), Women’s bath fan replaced
 - ii. investigating front light fixture option(s) & bulbs (maximum wattage)
 - t. Sales & Rentals
 - i. Sales – 302, 606
 - ii. For Sale – 506 (under contract)
 - u. Email List – missing some – please add yours if we do not have it
 - v. Tree removal – rear of 1304, 809 rubber tree
 - w. Report - Motion to approve President’s report, motion accepted
11. Green Thumbs Report – Hanny Barram (absent) (report given by Jim Knapp)
 - a. Pool Beautification Project
 - b. Thank you – Karleen Robinson for 4 pots
 - c. Thank you – Peter Martin & Carol Callahan for your financial contribution to this project and for your toil (5-6 hours)
 - d. Two Trees – Adonidia palm & Pygmy Date palm – to be planted in 1-2-15-16 courtyard (future)
 - e. Baycut Arborist to give us a status report on the condition of our trees, future
 - f. Motion to approve Green Thumbs report, motion accepted
 12. Social Club Report – Jim Knapp
 - a. Report – Finances - \$2,120.05 checking, \$360 cash – includes 4/14/2018 coffee \$; Total \$2,480.05
 - b. Resignation of Candy Choppolla 3/27/2018 – we are looking for a replacement, motion to approve resignation accepted
 - c. Status – listing duties so we know what should be done – set expectations properly
 - d. Motion to approve Social Club report, motion accepted
 13. Old Business
 - a. 603 – all dues in arrears paid – thank you very much, we all appreciate your effort
 14. New Business
 - a. ONTOP roof inspection – quote, approved, may have a report in 2-3 weeks
 - b. James Roofing will visit Friday, April 20 and give us an assessment of our roofs
 - c. Golf cart – requirements & specifications; will research vendors for equipment; will look for funding
 - d. Missing Email accounts – please update our list (on the table)
 15. Owners Comments
 - a. 107 Battaglia – pool lighting, do we have enough lighting
 - b. Squirrels – had them removed (5-6 years ago)

- c. 104 LaFrance – dumpster removal schedule – we will leave it the same as it is currently
- d. All A round of applause and a big thank you to Candy Choppolla for her service

16. Directors Comments

- a. Tony – Building 16 (rear) drainage – This issue is being addressed
- b. New Residents – 901 Bill & Sherry Peak, from West Virginia - welcome
- c. Snowbirds – Please have a safe and pleasant summer
- d. Board Member # 5 – we are still looking for someone to volunteer
- e. April 21st - 9 AM -1 PM – “Board Basics” class at Ameri-Tech – learn how to do this job correctly
- f. Managing Complex Change (handout)
- g. Pinewood Village Roof Plan (handout), discussion of Roof Plan process
- h. Enforcement of Rules - to all – fair, equal (not selective enforcement)
 - i. 1501 – renters, no application to rent – unauthorized occupancy
- i. Thank you for your time and attention this evening, we appreciate it

17. Next Meeting – **Wednesday**, May 16, 2018 – 7:00 PM (note, new day)

18. Adjournment

- a. Motion to adjourn, motion approved