

**PINEWOOD VILLAGE CONDO ASSN.**

**BOARD OF DIRECTORS MEETING**

**Wednesday, August 15, 2018**

**601 N. Hercules Avenue**

**Clearwater, FL 33765**

**MINUTES**

- **Call to Order (7:03PM)**
  - Establish Quorum/Roll Call – Jim Knapp, Dick Mall, Tony LaCorte; Linda Picardi and David Fedash from Ameri-Tech Community Management were present.
  - Meeting Notice Verification – was posted in a timely manner. Agendas passed out.
  - Roof Plan Update – Update with Chad Cardoza (ONTOP – Florida Roof Moisture Survey & Consultants, Inc)
    - Roofs were all inspected.
    - Foam roofs are old and while many have been repaired, they must be replaced to allow water to drain.
    - A roof replacement plan was proposed for the next year, starting with the roofs in greatest need of replacement. No roofs were deemed ‘good’ or ‘excellent’. Buildings 1,3 and 11 are currently the worst roofs in the Community.
    - Review was done re: various roofing companies who had come to the association and all were agreed a major roofing project was necessary.
    - Various roofing contractors will be contacted to offer proposals based on certain criteria and then a decision will be made to move forward.
      - Discussion arose re: design and changes that will be in the new roofing specs based on building codes and cost/ benefit analysis.
  - Reading/Approval of Board Meeting Minutes. Jim Knapp motioned to approve June 20th minutes from the previous Board Meeting, Tony seconded the motion, all in favor, motion passed, 3-0.
- **Correspondence – Jim Knapp**
  - #1602 requests the holes created by squirrels in the soffit be repaired or replaced.
    - Roofs cleaned off first, then tiles cleaned, then facia will be looked at. Facia has already been replaced on Buildings 5 and 7. Interior will be completed after exterior.
  - The August newsletter led to 5-6 residents requesting the most recent phone directories mailed to them.
- **Treasurer’s Report – Jim Knapp**
  - July YTD Income Statement and Balance Sheet were handed out.

- Almost \$4,000 overbudget on water due to leak.
  - Insurance will not be financed next year which will save several thousand dollars.
  - Lawn vendor changed and is slightly overbudget, but turf and insect control is assured.
  - August 7<sup>th</sup> lightening strike fried the irrigation system which needed replacement.
  - Some roof and fascia repair have been done on the buildings.
  - Legal fees are higher than the budget due to the foreclosures.
  - Hot water heater was replaced in the clubhouse. Next year one of the clubhouse a/c units may be replaced
  - Proposal for maintaining trees in the Community discussed.
  - Pool required some repair. Next year budget will include sealing and painting of the pool deck.
  - Audit was recommended, but \$3500 cost for audit not included in existing budget.
  - Delinquencies – one over 90 days and a lien will be put on the property
  - New cleaning company – Custom Maids – to come in Monday after coffee and Monday after potluck.
  - Tony motioned to approve Treasurer's Report, Dick seconded the motion, all in favor, motioned passed, 3-0
- **Property Manager's Report – David Fedash, Ameri-Tech**
    - #707, #301 ongoing foreclosures.
    - Delinquencies – one over 90 days, one over 30 days.
      - Letter composed for approval to send to owners that become delinquent in their account.
    - Reminder – homeowners cannot direct contractors in the Community.
    - Two violations for speeding, one for displaying or posting a sign.
    - Jim motioned to approve Property Manager's Report, Tony L seconded the motion, all in favor, motioned passed, 3-0
- **President's Report – Jim Knapp**
    - Jim motioned to appoint Tony Wasilefsky as a new member to the BoD, Tony seconded the motion, all in favor, motion passed, 3-0.
    - Baycut gave a tree proposal to the BoD that was unacceptable, leading to the suggestion of labeling each tree/ plant on property, and moving forward by quadrant after completing a 'walk through' with a knowledgeable landscaper on actions required for each.
    - The Community has hired a handyman. Excellent work is being done.
    - Approx. 6 more storage shed doors to replace. 11 have been replaced this year.
    - Plants in the courtyard by Buildings 12, 13 and 14 will be put in soon.
    - Roof tiles cleaned July 14<sup>th</sup> as well as shuffleboard court with trash removed.
    - Rear lights repaired or replaced.
    - Concern over new Spectrum box – runs hot. Suggestion if app can be downloaded on a device the box is unnecessary if residents have internet.
    - 2019 projects – three roofs potentially, 3 ring binder compiled with important information how to best accomplish things in the Community.
    - #1501 sold.

- #203 for sale. Potentially #704, and #507.
- Jim motioned to approve President's Report, Dick seconded the motion, all in favor, motioned passed, 4-0
- **Social Activities Report – Jim Knapp**
  - Balance is \$2,643.05 = \$2,461.05 checking, \$182.00 cash.
  - Luncheon tomorrow, Thursday 8/16.
  - Pot luck, Friday 8/24.
  - Jim motioned to approve Social Activities Report, Tony L seconded the motion, all in favor, motioned passed, 4-0
- **Old Business – Jim Knapp**
  - Three roofs patched in July 2018.
- **New Business – Jim Knapp**
  - Sagging fascia in #301 will be repaired/ replaced by handyman.
  - #608, #1101, #1204 ceilings to be repaired and repainted.
  - Second insurance quote will be received to ensure Community is receiving the best benefit. **Mold mitigation strongly recommended.**
  - 2018 phone directory available.
  - Website has been updated and effort will be made to keep newsletters and minutes up to date.
  - **Security firm contacted due to theft. Entryway camera being considered.**
- **Owner's Comments**
  - Concern over patches appearing on painted concrete.
    - Long term plan needed, will be addressed at a later date.
  - Resident passed away in July. Moment of silence will be observed in September.
- **Director's Comments**
  - Still looking for Board Member #5 – computer experience necessary.
  - BoD meetings will continue to be the third Wednesday of the month, the exception being November. Meeting will be held the 2<sup>nd</sup> Wednesday of November.
- **Next Meeting – Wednesday, September 19, 2018 – 7:00 PM**
- **Adjourn Meeting**
  - Jim motioned to adjourn, Tony seconded the motion, all in favor, motion passed 4-0. Meeting adjourned at 8:45 PM.