

Pinewood Village Condominium Association, Inc.
601 North Hercules Avenue
Clearwater Florida 33765
Board of Directors Meeting
September 20, 2016 7:00 PM Clubhouse

APPROVED OCTOBER 20, 2016

Jeff asked all to stand to remember Joe Klosterman. He was a gadfly who was an owner and a member of the Board of Directors of this community; he attended every meeting and whenever it was time for Owner's comments he would always bring up the NE corner of the complex wanting to know what would be done with the shuffle board court that nobody uses. He wanted to make better use of that area, and he would bring it up at every meeting. It was Jeff's suggestion to consider putting a plaque up honoring him if we do nothing else. May he rest in peace.

1. CALL TO ORDER

Jeff Chase called the meeting to order at 7:02 PM.

2. ROLL CALL

Jim Knapp, Director at Large; Lorraine Battaglia, Director at Large; Bob Surbeck, Vice President; Jeff Chase, President; Pam Sherock, Secretary; Charlie Lopipero, Director at Large; Bill McNeil, Treasurer; and Giancarlo Gonzalez, Property Manager from Ameri-Tech property Management Company. There were 24 Owners in attendance.

3. INSURANCE RENEWAL QUOTE PRESENTATION – BOUCHARD INSURANCE

There was a miscommunication on timeline of providing renewal quote. Insurance comes due in November; Bouchard Insurance will have this information by our October meeting to go over details with the Board as well as Owners.

4. READING OF THE MINUTES AND APPROVAL

Jeff asked for the reading of the minutes; or will they be approved with the changes that Pam made? Jeff made the motion to approve the minutes, Lori seconded; Lori, Jeff and Pam voted for approval and confusion ensued with other Board members as to what they wanted. Bill McNeil, who questioned Pam if she had changed the information he had spoken to her about? Pam replied to Bill stating that what you want me to do is to change a report that was given to me from one of the Directors; it is not my responsibility, as Secretary to change the wording on a report that was given to me. Even if it was something that you said you did, maybe you should put another report in on what you did, but it is not my responsibility to change what a Board member was asked to do and how she has stated she followed through with that request. Bob asked if it was on the tape. Jeff, interjected, no it is a report of Lori. It has nothing we discussed at the meeting it is a report and the essence of the report is correct and adding some ones name to the report doesn't change the report. Bob said he just wanted more clarification on this. Jeff stated it is a report of what Lori did; Pam stated she did talk about it at the meeting. Bob

questioned when she was talking about it did Bill talk about it on the tape. Pam said, "No." If it was not, Bob stated then it should be amended at the end of the meeting. Jeff stated, "We are not talking about minutes we are talking about a report and he will not argue any further on this. If you want to amend it we can add it to old business at the end of the meeting, all right?" Jeff stated. Lori interrupted; there will not be an amendment to my report. Jeff explained, Bill wants to add his name to the end of your report. Lori stated that Bill was not involved; please let me explain, I will explain this thoroughly, Bill had nothing to do with what I did, he was not a party to anything I did. I never saw Bill at Ameri-Tech when I was there; he took 12 of the 24 boxes the day before I went into the facility; they could only provide me with 12 boxes. My report is information on the 12 boxes that I took care of and I will not put his name on here regarding the 12 boxes he took. He is capable of making a report himself the same as I did. Bill spoke up and stated that his question was Reports are Reports and minutes are minutes and we have never put reports in minutes. The report is the guidelines on what I did. The report tells everybody and anybody that reads those minutes, after the minutes is the report stating what I did is what a report is. Jeff asked, "So where are we?" Lori made a motion to approve the minutes as written.... Pam seconded it. All approved.

5. TREASURER'S REPORT

Bill reported assets of \$458,779.28

Petty Cash \$159.00

Delinquents have been lowered over the last three months

705 go up for Auction on October 5, 2016

Charlie asked about monies owed on 1202, it has been received

Bruce Silton asked why we would not receive monies from 705; balance is \$48,000 may not sell for that auction

Jeff asked for motion to approve financial report; Bob made motion, Lori seconded, all approved.

6. CORRESPONDENCE TO BOARD MEMBER

Jeff stated that several owners suggested I go over this with the Community and if the board has not seen this letter he has provided copies to whomever would like to follow along; copies were passed out to Owners attending meeting as well. This letter was slipped under the Welcome Mat of my front door. Jeff read the letter from Director at Large, Jim Knapp. He then provided copies of his response to Board members, as well as Owners present at the meeting. Both letters will be distributed to the Community via Newsletter or E-mail. These letters are also attached to the minutes.

Jeff has other correspondence to address from Beverly Sperling unit 504, Beverly has all of the emails sent back and forth from Gee who stated all is under control, well nothing has been done and now I am putting my trust in you Jeff. Lori made motion to repair roof leak at 504 for the quote of \$2660.00, Bob seconded, and all approved.

Jeff received an email from Linda Woodhouse on her petition to replace mirrors at the front entrance, Jeff stated without the collusion of anybody. Linda stated that Bill said he didn't use the mirrors, so therefore the Community did not need them. The front entrance lights were also turned off by midnight because Bill felt that saved on the cost of electricity. She collected over

40 signatures to replace the mirrors and leave the lights on during dark hours. Jeff said he felt the Community has the right to democracy and can we take another vote. Pam made the motion to replace the mirrors, Lori seconded. Jeff asked Pam to take a roll call on the vote. Jim Knapp abstained; Lori Battaglia voted Yes; Bob Surbeck voted No; Jeff Chase voted Yes; Pam Sherock voted Yes; Charlie Lopipero abstained; Bill McNeill voted Yes. Motion carries. Jeff asked Bill to get current pricing on replacing the mirrors.

7. PRESIDENT’S REPORT

8. MANAGER’ REPORT

Gee reported that he had pictures of the roofs for 504, 701, 1102, 903, 1303,301 and 107 showing weeds and grass growing. Lori had sent email to Gee stating that an A/C man on the roof for a non related issue told her weeds were growing in her A/C unit. Bill has been spraying Round-up on some of the roofs in between rain and windy weather. He stated they need to be done often to make an effect. Gee also reported a Budget meeting was held with some Board members and numbers will be finalized after Insurance quotes are learned. Gee asked about an application for 1104; check and application had been sent to Ameri-Tech and background checks are done immediately. No response from this particular applicant, in the meantime another applicant came forward and eventually was approved. First applicant monies were spent to run background check and will not be returned.

9. COMMENTS FROM OWNERS ON AGENDA ITEMS

Jeff asked for comments; Jaye Faticone suggested that Bob Bandzull might be approached for mirrors since he purchased them initially. Bill stated those prices were from years ago and actually both mirrors should be replaced since the second mirror backing is falling apart. Jeff stated both mirrors should be replaced at this time.

10. COMMITTEE REPORTS

A. SOCIAL COMMITTEE

PINWOOD VILLAGE SOCIAL COMMITTEE REPORT		
8/17/16 – 9/20/16		
Bank Balance 8/17/16		\$1207.61
Pot Luck 8/26 hosted by Bill & Charmaine McNeill		
Attended by 15 residents and guests		
50/50 won by Charmaine McNeill, Proceeds	21.0	
Coffee Hour 9/10/16 hosted by Betty Deage who also donated the doughnuts		
Attended by 14 Residents and Guests		\$13.00
50/50 won by Candy Choppolla, Proceeds		\$9.00
No Bingo During this period		
Bank Balance 9/20/16		\$1250.61
Cash on Hand 8/17/16	\$103.50	
Expenses for Half & Half	(\$7.50)	
Cash on Hand 9/20/16		\$96.00
Total Balance 9/20/16		\$1346.61

Next Event is the Pot Luck on 9/23/16, Your Presence is Requested and Appreciated. Please Support Your Community and have a good time.

Respectfully Submitted
Bob Surbeck, Chair

B. BINGO

No Bingo

C. ANNIVERSARY PARTY, UPCOMING EVENTS

10

Pinewood Village Social Committee Meeting, Monday Sept. 19, 2016, 1 P.M.

Attended by Bob Surbeck, Charmaine McNeill, Beverly Sperling, Betty Deage, Betty Saylor, Linda Woodhouse, Lori Battaglia, Jean Mall, Jim Knapp, Candy Choppolla.

ANNIVERSARY DINNER. We ask the Board to approve February 18, 2017 for the 39th Anniversary Dinner. On Board approval of the date we will contact the D.J. to secure the music. Social Hour 5 P.M. , Dinner at 6 P.M. and Music from 7 – 10 P.M. We will be exploring various Catering Menus and options, will meet again to make a final decision.

YARD SALE. Since we did not have a Yard Sale last year, with Board approval as to the date, we would like to hold a Yard Sale on December 3, 2016. We would also ask the Board to approve us selling the extra love seat and the 2 remaining pool lounge chairs at the Yard Sale. We have 3 long tables which can be rented to our residents for \$10 each. We will serve morning coffee and donuts for \$1.00 and pizza at lunch time at a \$1.00 slice. If you need anything to be picked up for the Sale, please contact Bob Surbeck, he's in the book.

CLUB HOUSE DECORATING FOR CHRISTMAS, December 4, 2016 from 10A.M. till complete or we are worn out.

Cook-Out, Again with Board approval as to the date, January 14, 2017, we would like to hold a cook out from 3 P.M. This will be as welcome back to our seasonal residents and a thank you to our full time residents for enduring with us. There will be no charge to our residents.

Respectfully Submitted,

Charmaine McNiell

Bob made motion that the Board approve December 3, 2016 for the Pinewood Village Yard Sale; January 14, 2017 for a Pinewood Village Cookout; and February 18, 2017 for the Pinewood Village 39th Anniversary Dinner. Lori seconded and all approved.

D. SALE/ RENTAL COMMITTEE

Pam reported that she and Charlie conducted two interviews on 9/18/2016 and pretty much the entire Board was there. Seasonal renter, Edie Burke in 405 until December 31, 2016 and yearly renter, Kathy Gage in 1104. Kathy has rented with us previously for five years and knows a number of our residents. That gives us 3 seasonal units, and 13 yearly with a total of 16. We can rent up to 22 units which will keep us at the 20% required to maintain a 55 Plus Community. She thanked Charlie for the new forms he put together, even though she did not have a chance to view them. Pam stated she asked before the meeting if he would share them with her and his reply was "Not yet!" He then said he did have one and passed it along.

E. CLUBHOUSE RENTALS

Bob asked about liability information for renting the clubhouse; Jeff suggested Bouchard Insurance should be asked about this when they are here next month.

F. LADIES LUNCHEON UPDATE

Jeff stated that Nancy Wilson would like to give up the responsibility of organizing the Ladies Luncheon. Jeff asked if anyone is interested to contact any Board member.

11. 2017 BUDGET UPDATE

Jeff stated that the Budget meeting with Ameri-Tech was very positive and very helpful to the Board members involved. Jeff stated that the maintenance fees should be close to the same as last years, depending on the Insurance quote and water increase for the next year. Gee reported the water utility increase to be 3 ½%. Jeff stated once again, if the Insurance quotes are as we expect, the fees should remain the same and our Reserve Accounts will be stronger. Bill stated that the Association is in good shape budget wise and we have saved some money. Jeff stated the Budget will be presented at the October meeting with mailings going out to the Owners before the November Election and Annual Meeting.

12. ROOF VEGETATION PROBLEM

The roof vegetation problem was addressed earlier.

13. ROOF REPAIRS FROM LAST RAIN STORM

This was addressed earlier.

14. OAK TREE REMOVAL 1001

Bill reported this tree has caused substantial problems with plumbing and roof leak issues for several units in this building. Bill wanted to make a motion to remove the tree; Jeff asked if this tree could be saved. Jeff then asked what the cost would be. Bill stated according to a quote several months ago it was \$1950 or so; Jeff asked that the motion include up to \$2500.00 after receiving new quotes to remove the tree. Bill made motion to remove tree at 1001 for the cost of up to \$2500.00, Pam seconded, all approved.

15. LANDSCAPE REPORT

Landscape Report – September 20, 2016 (Jim Knapp)

Landscape Statement of Work prepared – detailed by line item, will be sent out for bid by Ameri-Tech

Previous focus has been on 'monthly payment' not line by line detail (we are not buying an automobile)

Display 'chinch bug' map

Irrigation System – sprinkler heads raised and lowered, pointed away from cars and carports, show irrigation map

- System turned on after chinch bug granules were put on the lawn – need water to dissolve and kill bugs
- Additional application of 'Arena' was recently applied due to chinch bug infestation (display sign)
- Will be tested weekly (Tuesday afternoons) after mowing has been completed to ensure no sprinkler heads were damaged or destroyed

Palm trees – many have "Texas Palm disease" - not treatable, describe situation, many communities are removing palms

Trees needing removal – Oak at 1001; Fir in courtyard of 12, 13 & 14; tree behind 1503 - 1504

Agave plants need to be thinned – courtyard of 12, 13 & 14

Plants and trees touching structures will be trimmed soon

The turf on the entire property will be raked in October

Stop sign – have it at a sign company for a quote on re-furbishing; consider installing it at the entrance (exiting on Hercules)

Entrance signs at front – SignSource is working with the City of Clearwater to determine sign size, placement and other requirements. The City of Clearwater is known for being difficult to deal with. A sample sign is available for viewing. This sign is very low maintenance. This sign will need to be painted every 15 – 20 years. No price is available at this time.

Jeff asked Jim to have a quote available at the next meeting to replace Front Entrance signs. Jim stated as long as the City of Clearwater comes through with sizes, he can do this. Charlie stated the signs should be at least the same size as they are now. Pam made the statement that Jim made the comment at the last Board meeting that the Front Entrance Signs were maintained by Lori. Lori Battaglia made the Front Signs that are there now from Scratch on three different occasions over the years. She had help from Bob Henry, Bob Preacher and Gill Chasse. Sandy Martin asked about lowering the hedges uniformly behind her Unit. Jim said he would address that. Tony Wasilefsky mentioned the difference is in the growth of these hedges. Phil DiMartino asked if a new directional building signs that are more explicit could be put up; Jeff asked Jim to check on that. Charmaine asked if a 55plus sign could be installed, Jeff explained that to use the "Deed Restricted" signs was basically the same purpose. Charlie said Building 3 could also use signage on where buildings are located.

16. 2016-2017 ELECTION UPDATE

Jeff asked Gee if there are any Intents to run as a candidate for the Board have been received; the answer is Yes, there will be an election. Jeff stated that the Board does not want any problems to arise with this election. Bob Surbeck asked to be the Liaison with Ameri-Tech for the Election. Pam questioned this and was told that two representatives from Ameri-Tech, along with Bob, would make sure the ballots are correct and the mailings will go out at the specified dates.

17. LETTER TO UNIT OWNERS REGARDING MISSING INFO FROM FILES

Lori presented to the Board a letter to mail to Owners regarding missing info from the Files. Jeff suggested that it should be signed by the Management Company. Charlie said the first attempt by Lori was good, but he had another idea. Charlie passed his letter out with additions and changes. Jeff asked difference in application and tenant form. Lori stated these letters were going out to owners that have missing information. Charlie wants to include the background check. Pam stated that information from background check is confidential and should never be placed in our files; Management Company can retain a copy. Also, the background checks were not put into effect until just recently. Charlie said that we still have people in our Community that need background checks. Lori stated that if these people have been here a year or longer, than we are singling them out. Lori stated that if this is not done when they come into the Community, you need to move forward. Jeff asked about possible changes, Lori asked to review Charlie's letter. Jeff asked if Lori and Charlie could work together to come up with a letter.

18. UNFINISHED BUSINESS

A. WALKWAY PAINTING

Jeff asked Bill about the progress. He is waiting for Seasonal Residents to return for some help. Also for the weather to break.

B. RULES COMMITTEE UPDATE

Jeff asked if there has been any progress, Bill stated no. Lori asked to be notified when they were to meet.

C. 1607 DOG UPDATE

September 5 letter was sent from Ameri-Tech with no response.

Jeff stated that we will address driveways and resealing of the roads in October.

19. NEW BUSINESS

A. A. STOP SIGN

Jeff asked for additional comments. Motion was made by Lori to install stop sign at the front entrance, Bob seconded, all approved.

B. CARPORT WALL HOLES BUILDING 6

Conversation on the vinyl panels that need to be replaced, Bill stated we may already have some. Jeff stated that the repairs should be made whether by contractors or volunteers.

20. UNIT OWNERS COMMENTS

Bruce Siltan thanked Jeff for being the President. The mirror is important to him to be replaced. Stop signs are important to him as well. He asked for three quotes on the Oak tree. He stated that Good Manners are really important in our communication with each other. He stated that as Jeff was reading Jim's letter people in the audience were cringing. He stated this was not just for Jim, but everyone should use good manners in dealing with others. The audience thanked Bruce and applauded.

Ray Danen said he has noticed the wood panels in the front wall are beginning to rot.

Keith Cull asked if the cracks in the sidewalks would be filled in when they are painted. Bill said yes.

Linda stated that she would like to see how the process works for the cracks.

21. COMMENTS FROM DIRECTORS

Jim stated that he is learning web site development, he would like to see it updated more often than once a month with Ameri-Tech.

Pam thanked Jeff, and stated his comments are correct and that the Community needs to be aware of it. We need to use the resources of the Management Company, which is why we hire them. The work that is being done now by Jim should be done by Landscape Contractors; we need to get a contract in place. The work that Bill is doing should often times be done by a contractor as well. We are dispensable, we can all be replaced, and we are volunteers who are working for the benefit of the Community.

Bill stated that everything in Jeff's letter was not correct. Bill stated that he has saved the community money. He is taking a couple of days off to think about this; if the owners don't want him to save money well alright.

Jeff wanted to remind everyone that the mailings for the Annual Meeting and the Election will be arriving soon and to please fill them out as soon as possible and return them to the appropriate address.

22. SETTING DATE FOR NEXT REGULAR BOARD MEETING

OCTOBER 18, 2016 7 PM

The October meeting will entail going over the Budget and Insurance quotes.

23. ADJOURNMENT

Lori made motion to adjourn; Pam seconded all approved at 8:45 PM.

Respectfully submitted;

Pamela Sherock

Secretary, Pinewood Village Board of Directors