

Sea Winds Condominium Association, Inc.

Minutes of the Sea Winds Board meeting held at the Sea Winds Clubhouse on Saturday 20th June 2015

Determination of a Quorum

A quorum was achieved. The following Board members were present: Jane Hartman (President), Mike Hughes, Carl del Rosario, Nigel Smith (Secretary), and Peter Weir (Treasurer). The other Board members, Phyllis Marino (Chair of the Rental Committee) and Jeff Peet (Chair of the Building and Grounds Committee), were unable to attend.

Call to Order

Jane Hartman, President of the Board, called the meeting to order 10 AM at the date and location noted above.

Approval of minutes from previous board meeting

The Board approved the minutes from the Board meeting held on 7th March 2015 by a vote of 5-0.

President's Report

The President explained various options for paying the monthly assessment by owners, including auto drafting out of the owner's checking account. Detailed information regarding payment methods, prepared by our new accountant Laura, has been sent to owners.

Effective July 1st, the operating and rental funds will be held at Fidelity Bank as they are very responsive to a budget of our size and to handling condo community accounts. Also, we will rent a machine to process all checks for these accounts from our front office to save time driving to and from the bank several times a week.

Treasurer's Report

No transfers are being made to the reserve account for this fiscal year in order to make up for a shortfall and to avoid a special assessment. The underfunding of the reserves led to a shortfall of \$77,000 as explained in the minutes of the 7th March 2015 Board meeting.

A motion to approve version #2 of the revised Dreux Isaac reserve study was tabled so that Mike Hughes, Jeff Peet, and Nigel Smith can have the opportunity to assess the revised reserve study.

The Association has received \$9,500 in back payment for monthly assessments for unit 22 which is in foreclosure. Peter Weir recommended that those funds go into the operating budget, but Mike Hughes suggested that some of the money go towards the reserve funds.

Various deductible options for reducing our insurance premiums were presented. A motion was proposed to increase our deductible from \$2,500 per 6 units to \$5,000 and the it passed with 4 in favor and one, Carl del Rosario, abstaining. The savings will go into the operating budget.

Laura, our accountant, reported that the previous owners of units 69 and 53 owe the Association \$2,500 and \$497, respectively. It was decided to write off those debts. However, the Association has received \$400 after the foreclosure of unit 64 was wrapped up. Unpaid monthly assessments on units 2 and 77 are still pending.

Building and Grounds Report

Presented by Gary Thompson, our manager.

Part of the roof of unit 47 needs to be replaced. Two bids were received, one at \$3,125 and the other at \$3,500. A motion was proposed to approve the roof repair by East Coast Roofing at a cost of \$3,125, and it passed 5-0.

Sheet rock replacement policies and procedures were discussed. The Association is responsible for sheetrock between units and on outer walls. However, the Association needs to be involved in any leak repairs/remodeling. At least two bids by licensed contractors will be needed. This issue may need further debate and legal clarification, such as the issue of any pipe leaks under the slab of ground floor units.

The owner of unit 63 has submitted a \$2,500 bill to the Association for piping and sheet rock replacement in his three-bedroom unit. The Board will send the owner a letter requesting information on where the sheet rock was replaced. Owners should not undertake repairs or remodeling of their units that involve sheet rock replacement without consulting with our manager for guidance on procedures.

Flooring in the clubhouse. The Board is leaning towards replacing the carpet in the clubhouse with vinyl that has a wood plank look. Such surfaces can be hosed down. The current carpet requires frequent cleaning and has some permanent stains. One owner suggested that carpet replacement would be better because tile or vinyl flooring would be noisier. On the other hand a vinyl floor is more durable, and we would avoid the \$100 carpet cleaning several times a year. The Board is studying various vinyl flooring options in the range of \$3,698-4,282.

Rental Program Report

Carolyn in the front office is now closing out the rentals each month to include state and local taxes.

Manager's Report

Several pipe leaks have occurred on the south side at Sea Winds. A utility water pipe broke under the concrete slab in front of the garage of unit 61 and this was repaired at the Association's expense as well as replacing the concrete slab.

Units 53 and 54 undertook some re-piping in their units, but the Association was not contacted in advance.

Unit 59 had a leak into unit 60 below, and this has been repaired.

Some hand rails in stairwells are in need of replacement/repair. And some touch up painting is needed on some of the buildings.

At the moment the pool and spa is being maintained and cleaned by Efram, our maintenance person. There was an issue with water quality in the pool for a brief period in the Spring, but water quality in both the pool and spa is currently adequate. Should the pool and/or spa water decline again, one option would be to have a professional pool clearing service come out four times a week during the summer and twice a week during the winter. The rate for such a service would be \$575/month during the summer and \$300/month during the winter. If it should be necessary to hire such a service, Efram's hours would be cut back to 32 hours a week to pay for that expense. Efram is currently employed by the Association for 40 hours a week at an hourly rate of \$15.

Possible renting of unit 2 which is in foreclosure. The Association has the right to rent a unit while it is in foreclosure; this would allow the Association to recoup monthly assessments. Foreclosure can take 5 years. However, some furniture would need to be removed and the Association would need permission from the owner to do so (and pay for off-site storage).

Other Business

An owner has raised concern about how narrow and how high the path to the beach has become. Most of the former walkway to the beach is now buried under several feet of sand (6-8 feet in some areas). Nigel Smith met with an environmental specialist of the Division of Water Resource Management, Bureau of Beaches & Coastal Systems, Florida Department of Environmental Protection, to discuss our options. The Association can lower the height of the existing pathway by one foot and widen to six feet (the path is currently about four feet wide). Any sand removed must be deposited on the beach; it cannot be tossed into the sand dunes. There is little support for a much more expensive option of building an elevated walkway over the dunes (there must be 3 feet of clearance). The cost of such an operation would be in the \$50,000-100,000 range, and would require a special assessment. The Association might consider putting some fences to trap windblown sand just north of the area where our path comes down on to the beach. This would slow the filling in of our pathway.

People with severe handicaps should consider using the wide walkway and ramp in the park just south of Sea Winds.

Next Board Meeting
Saturday 17th October 2015

Adjournment
The meeting adjourned at 12:17 PM

DRAFT