

Sea Winds Condominium Association, Inc.

Minutes of the Sea Winds Board meeting held at the Sea Winds Clubhouse at 10:00 AM on Saturday October 1st, 2016

Determination of a Quorum

A quorum was announced by the presiding officer, Jane Hartman. Four Board members were physically present (Jane Hartman, Mike Hughes, Liz Paterson, and Carl del Rosario). Peter Weir participated via speakerphone

Call to Order

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

Approval of minutes from March 8th, 2016 board meeting

Minutes from March 8th, 2016 board meeting were approved unanimously

President's Report

Presented by Jane Hartman.

Jane welcomed all to the meeting. She went over the Reserve projects and commented how smoothly they went.

The season was a little rough due to unwanted guests. The Board discussed what options were available to help control people coming onto our property and parking, using the pool, spa or walking onto the beach. With the season slowing down, the board will revisit this subject at a later date. It was commented that the office staff walk around checking vehicles daily.

Treasurer's Report

Presented by Peter Weir.

The operating deficit shown results primarily from the tree trimming that was completed in July and August vs. the budget that spreads the expense over the year. In addition, our trash expense has unexpectedly increased from a nominal (<\$20/month) amount to \$200-\$300/month as a result of a recent St. John's county review of our trash pickup status.

The balance in the operating account has started to improve as expected since renovation loan payments are complete and monthly insurance payment was dropped due to us making the down payment on this year's premium. The reserve accounts have started to build after the significant outlay for the repave project and closure of the legal reserve account. The amounts should be adequate to handle some roof and deck replacements that may be moved up in time vs. that shown in the reserve study, due to current leaks.

The Audit for FY2015-2016 has commenced and should be completed on time for the 1st time in many years. Like last year, the audit is expected to pass accounting tests that will result in a clean (unqualified) audit for both the Association and the Rental program. The auditor will also generate the Tax Returns to the State and IRS.

Sea Winds Operating Account Balances as of August 31, 2016 statements:

| | |
|--------------------------------------------|------------|
| Operating Account (Fidelity Bank): | 38,747.11 |
| Reserve Account (Fidelity Bank) | 52,380.66 |
| Reserve Investment Account (Fidelity Bank) | 106,888.64 |

Note the Operating Account amount above may differ from Balance Statement due to checks yet to clear.

The Rental Program Income/Expense and Balance Sheet are attached. The program had the normal large July surplus that will be offset with losses in the following months. Normal budgeted payments to the Association continued through this period. Fidelity Bank electronic payments to our rental only vendors will begin this month (October) to simplify accounting.

The 2017-2018 Budget development will be coming soon. Budget workshops will be scheduled for January to generate next year's budget and any owner help is appreciated

Building and Grounds Report

Presented by Gary Thompson, Manager.

Mike Hughes made a motion on approving the Emergency Action to replace the roof for Schooner South Building at a cost \$40,377.00, seconded by Carl Del Rosario. Motion passed 5/0.

Approval needed to move forward with Markitright Builders to repair 3rd floor decks with time and material at \$35.00 an hour. We have five (5) decks located on the third (3) floor that are not in good shape. Three (3) of the decks are leaking into the second floor and two (2) will soon be leaking due to soft or rotted wood. With Board discussion, Mike Hughes asked that a warranty be included in the work and to make sure we have the correct insurance on Markitright Builders. A question was asked if we have used the company before and Gary Thompson replied that it was the same company that handled the Club House foundation a few years ago. Peter Weir asked that pictures be taken of each of the decks. Mike Hughes made a motion on approving Markitright Builders to repair the 3rd floor decks (5 decks) at a cost \$35.00 per hour, time and material, and that Gary Thompson will monitor the work rate closely, seconded by Peter Weir. Motion passed 5/0.

Fire Sprinkler Retrofitting. As of July 7, 2016, the Florida Department of Business and Professional Regulation (“DBPR”) has opined that the fire sprinkler requirement applies to *all* residential condominiums, and not just high-rises. Deadline for opting out before the December 31, 2016. With Board discussion, Gary Thompson will get with Ed Ronsman with Jackson Law Group to get copies of the type of documents that get sent out to owners, so that the board can review before sending out for owners vote. It was suggested that Gary Thompson get with Philip McDonald on a cost to retrofit.

Gary Thompson reviewed with the Board that The FFPC (Florida Fire Prevention Code) prevents all cooking devices and storage of grills ect. on balconies or under any overhang. A question was asked are we in compliance with this law. Gary responded that he was working with three owners on having the grills relocated to the first floor.

Scheduled or completed projects below;

- Dryer Vent Cleaning October 31, 2016.
- Reserve Study Update – Working on gathering all the necessary papers for the Reserve Study update.
- Palm Tree Trimming completed
- Property mulching completed
- Lagoons – Due to erosions in areas of the lagoons, Pilings were installed. We will continue working on other areas.
- Laura informed us of a high water bill from last month. With some investigating, Efram discovered a water line break at the maintenance shop. At this time the leak was fixed and a leak adjustment was sent over to St. Johns County Utility Department.
- Fascia Boards replacement for 33, 34, and 36.
- Exterior wall repairs to Cutter Building has been completed.

L & M Funding – This group started back in 2011 working on three units that had delinquent accounts. At this time all three units have sold. L & M Funding was sent to our attorney to close out. Peter Weir ask that we locate the contract between Sea Winds and L & M Funding.

Proposals were collected on connecting the last lagoon toward the ocean with the remaining lagoons. Mike Hughes moved, seconded by Peter Weir to have Constructive Services move forward with the work at a cost of \$2,600.00. Motion passed 5/0.

Rental Program Report

Presented by Liz Paterson.

A Rental meeting was held September 29, 2016. Topics discussed were cancellation /security deposit, deep cleaning of rental units, linen program and management

percentage. Gary Thompson will look into what comparable condominiums charge.

Liz Paterson asked a question on what the Association does in case a Hurricane comes thru. Jane responded that Efram handles putting up all the loungers, chairs and umbrellas at the pool and spa area. Another question was asked on patio furniture on balconies and patios. Mike Hughes commented that owners were always charged a fee of \$35.00 for furniture be moved into the units. It was suggested that the fee be increased to \$45.00. Motion passed 5/0.

Liz commented that she is currently working on a newsletter to the owners.

Security Report

Presented by Carl del Rosario.

Rules and Regulation Committee will have a meeting before the next meeting to revisit the possibility of changing the pool gates and front gates.

Other Business

Jane Hartman recommended January 21, 2017 at 10am for the next Board meeting. All BOD approved the next meeting date.

Mike Hughes asked that an update about the property be sent to the board members on a monthly basis. He also commented on the time frame between board meetings.

Mike Hughes also talked about what units were sold and that one unit is still on the market.

Adjournment

The meeting adjourned at 11:15 AM.

Submitted by:

Gary Thompson, Manager