

*****Minutes*****

CENTER GATE ESTATES VILLAGE CONDO ASSOCIATION., SECTION III, INC.

BOARD OF DIRECTORS MEETING

Thursday, May 21, 2020

11:00 a.m.

At Center Gate III Ramada (pool area)

Call Meeting to Order

The meeting was called to order at 11:00 a.m. by Ron Schwied.

Determination of a Quorum

A quorum was established with four board members present; Ron Schwied, Jeanne Oyer, Tom Antonucci, and Verna Williams. Paula Mitchell and Mike Mitchell of Mitchell Association Management Group were also present.

Confirmation of Meeting Notice

Ron verified that notice was duly posted in accordance with Florida Statute 718 and the Association's Bylaws.

New Management Company Introduction

Ron introduced the new managers to the association members present. Paula and Mike spoke briefly about their management roles and backgrounds.

Approval of Meeting Minutes - March 25, 2020

Jeanne made a motion to accept the meeting minutes of 03-25-20 as written; motion seconded by Ron. Motion passed, 4 to 0.

Officer Reports

- **President**
Ron reported that the Board is taking bids on landscaping and irrigation. The boarded walls around unit patios are in need of repair or replacement. They are owner responsibility and this would be best taken care of within the next four years when painting is due. Replacement or repair of the wooden portion of the Association's fence will be reviewed; other materials including vinyl may be considered for durability and like appearance. A new handyman is needed for general repair work such as sign replacement, stucco repair, and concrete slab repair.
- **Treasurer**
Mike Mitchell gave a review of the financial report: The checking/operating account budget is \$36,700; the petty cash balance is \$229; the reserve money market account balance is \$119,710; and the Cadence CD is at \$12,165. A more thorough report will be given at the next board meeting once management has had an opportunity to digest the financial information received within the past few days.
- **Secretary**
There was no Secretary's report.

Committee Reports

- Grounds – Jeanne Oyer, Sally Wolfe
Jeanne presented an estimate from Dean’s Tree Service for \$425 to remove a holly tree; a motion to accept the estimate was made by Tom; motion seconded by Jeanne. Motion passed, 4 to 0.
Jeanne presented a second estimate from Dean’s Tree Service for \$1850 to trim 25 oak trees. Tom made a motion to accept the estimate; Jeanne seconded the motion. Motion passed, 4 to 0.
A \$3500 estimate to remove two dead oak trees will be considered at a future board meeting.
- Irrigation – Tom Antonucci
Ron reported that recent irrigation system repairs include valve replacement for six zones, a solenoid, the controller for three zones that were not coming on and several heads. All zones are set to for watering two days per week.
- Pool/Ramada – Ed Wolfe, Dan Space
Dan reported that the pool motor doesn’t sound like it’s working properly at times. He will have the pool technician check it.
- Social – Bonnie Hevener, Debbie Nye, Nancy Meredith
There was no report from the Social Committee.
- Welcoming – Mike Prater, Bonnie Hevener
There was no report from the Welcoming Committee as there have been no new residents.
- Website – Jean Schwied
Jean reported that the availability of documents should be better controlled by issuing passwords to those who want access to them. A possible password system will be considered and presented at a later meeting.
- Application for Sale/Lease
There were no applications for sale or lease.

Unfinished Business

- Review of Committee recommendations for Application for Sale/Lease processes.
- Ron led a discussion regarding the new owner and renter application process. A draft of an application format was considered with the approval process to include a background check of all adult occupants of a unit to be owner occupied. Rental unit applicants will undergo a background check as well as a credit check. The application fee will be \$50 for each applicant or married couple, plus a transfer fee of \$50 total. Applicants will be contacted by a board member for an interview and review of the association’s rules prior to approval. Verna and Tom volunteered to interview applicant for Board approval. Jean will revise the Sale/Lease application per the Board’s discussion.
- Develop a document listing established past practices and clarifications.
Jean Shwied presented a partial draft of items for clarification of rules. The effort is ongoing and will be presented when complete.
- Update on pool heating.
Ron reported that a form was sent to all owners to determine the amount of interest in heating the pool. The deadline for completing and returning the form is June 1, 2020.
- Update on pressure cleaning of walls and sidewalks/driveways.
Pressure washing is under way and owners commented that the contractor, Dream Bay, was doing a very good job. There was an interest expressed in having the job extended to all of the common areas. Jeanne will get estimates.

New Business

- Approval of a new/revised Architectural Approval Request form from Stuart Slutzman, 4455 Atwood Cay Place, to replace his garage door.
Ron made a motion to approve the ARC request from Stuart Slutzman; motion seconded by Jeanne. Motion passed, 3 to 1. Verna cast the dissenting vote.
Jeanne made a motion to approve an ARC request from Tom Antonucci for landscaping improvements; Verna seconded the motion. Motion passed, 3 to 0.
- Review of Association's insurance policies. Summary by Dan Space.
Dan reported that he had reviewed the Association's insurance coverages with the current agent and all appear to adequate and in good order.
- Approval of increase in insurance premium for Officer and Board liability.
Ron called for a motion to increase the Association's Crime coverage to meet FHA guidelines as needed for reverse mortgages. There was no motion.
- Discuss Board vacancy.
Connie Gay, Dan Space and Stuart Slutzman volunteered to serve on the Board to fill the position as Secretary/Treasurer vacated by Anita Foelsch upon her passing. Connie, Dan and Stuart each presented their qualifications. Verna made a motion to appoint Stuart Slutzman; there was no second. The item was tabled for further discussion at the next board meeting. The Board unanimously agreed that Ron will serve as President/ Treasurer and Jeanne will serve as Secretary in the interim.

Owner Comments Regarding Items on the Agenda

Association members were permitted to comment freely during the meeting. No additional comments were offered.

Set Date and Time of Next Meeting

The next board meeting is scheduled for Wednesday, June 10, at 10:00 a.m.

Adjournment

Jeanne made a motion to adjourn; motion seconded by Tom. Motion passed, 4 to 0.
There being no further business, the meeting was adjourned at 12:40 p.m.

Minutes respectfully submitted by Paula Mitchell, LCAM, CMCA.