

# *Avellino Isles Condominium Association, Inc*

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## **Board of Directors' Meeting Minutes**

January 6, 2020

Avellino Isles Clubhouse

595 Avellino Isles Cir., Naples, FL

**Call to Order:** The Meeting was called to order at 3:02 pm.

**Notice of Meeting:** Notice of the meeting was posted in accordance with FL Statute 718.

**Quorum of the Board of Directors:** Steve Sorett, Anne Graham, Margo Vincent, Linda Cataldi & Rein Mannik.

**Also, Present:** Heather Keel, CAM of Cambridge Management and Helen Ferrer, Property Administrator

**Approval of Prior Meeting Minutes:** Copies of the Meeting Minutes from the November 18, 2019 Board Meeting was provided to the Board of Directors in advance of the meeting.

A Motion was made by Margo Vincent to waive the reading of the minutes and approve them as submitted. The Motion was seconded by Steve Sorett and passed unanimously.

### **Management Report:**

- Pelican Builders is onsite today cleaning the land fountains and the emergency stairway for the fire escapes will be cleaned in the next week.
- **Collections:** Still too early for January.

### **President's Report:** Steve Sorett reported on the following items.

- Steve thanked John Dobra for all his hard work as a Treasurer.
- Many thanks to Rick Feldt as the chair for the Clubhouse Committee as well as Lynn Hawkins in maintaining all Social Events around the community.
- All Board members were also complimented for their work and dedication.
- Linda Cataldi is working with Jane Moore on the update of the Rules & Regs.
- Articles of Incorporation were noted by John Dobra as not posted on the Website.
- Jane Moore & Linda Cataldi are drafting the new set of Rules & Regs and these will be mailed in the meeting packet for the Annual Meeting on January 27<sup>th</sup>.
- The Association's outside counsel continues working on the Roof Insurance Claim and payoff is expected by this spring.
- A Summit Installation Update & FAQ was emailed to all residents. Bill Morgan spoke about the TiVo Installation.

**Treasurer's Report:** John Dobra discussed the how well funded the Reserves were through November of 2019 as we were under budget. The Landscape Committee is responsible for a big part of the savings in the budget. There are two new accounts.

1. The Discretionary Reserve Account (remaining funds from Irma). \$30,000 remaining and used for Landscaping.
2. The second Discretionary Account is for funding of the Non-Annual Expenses such as tree pruning & cleaning mud from boxes containing water shut-off valves outside each building.

John Dobra also discussed the CPA report which provides additional certified Financial Statements and provides an additional source of information on how to deal with the Reserves. An Engagement letter was provided by the CPA and came back at \$500 less for the 2019 Fiscal Year.

A Motion was made by Margo Vincent to complete the 2019 Fiscal Year Audit with Cindy D'Artagan for \$5,000.00. The Motion was seconded by Linda Cataldi and passed unanimously.

John Dobra recommended that an inventory of the Open Deck repairs is kept on file.

### **Committee Reports:**

- **ARC Committee** – None
- **Landscape Committee** – Linda Cataldi reported that all projects for 2019 have been completed. The Mulch installation will be started on January 14<sup>th</sup>.
- **Lakes and Fountains**- Margo reported on the savings of \$10,500 in electricity on the lakes & fountains as she watches closely when the water needs to be on/off.
- **Building / Structural Committee**- Rein Mannik reported on the Open Decks Project/Repairs. There are 42 sun decks in which 9 have been repaired. Also, discussed on the restriping of the roads. Michael Goldstein commented that the committee has a goal to convert all lighting around the community to LED. In addition, Rein Mannik provided a detailed synopsis of the roofs and general conditions of the buildings as a result of Hurricane Irma.
- **Legal**- Unit # 9-101 – Bank has it in Foreclosure. A hearing with Bank of America will be held to discuss the paying of the Association dues.
- **Clubhouse Committee**– Rick Feldt gave an update on the Electrical Panels for the Pool & Spa that were replaced as well as Surge Protection. The pump for the pool deck fountain was replaced, and all lighting in Spa is now LED. The Geothermal & Pool Company worked together to fix the heaters and all equipment is fully operating. Rick provided a proposal from Pearl Pools to drain, acid wash & pressure wash the pool as a suggestion to remove some of the rust and maintain the water cleaner. Also, discussed was the proposal provided from Pure Electric to replace the Electrical Panel at the front gate.

A Motion was made by Margo Vincent to approve the Electric Panel Replacement at the front gate in the amount of \$5,848.98. The Motion was seconded by Ann Graham and passed unanimously.

Rick Feldt also reviewed the proposals to repair or replace the grills from Mullet's Appliances and Bar-B-Clean. The Board decided to further discuss this and decide at the next meeting.

- **Social/Welcoming Committee** – A review of upcoming social events was provided by Lynn Hawkins. Bill Morgan is now leading the Welcome Committee.
- **Communication**- Ann Morrow provided a short update on the website.
- **Safety Committee** – Rick Feldt provided the proposals from Bonness on adding Speed Deterrent Bumps or Humps to help with the speeding issues around the community. The two temporary stop signs added by the exit gate and clubhouse were added before Thanksgiving due to the speeding offenders.

A Motion was made by Steve Sorett to remove the temporary stop signs by the exit gate and clubhouse. The Motion was seconded by Rein Mannik and passed unanimously.

- **Insurance** – The Renewal is scheduled for the first week of February 2020 with a possible increase of 30%. Steve Sorett meeting with Dave Sumner (Insurance Agent) in February to discuss.
- **Governance** - Jane Moore discussed and reviewed and presented the update on the Rules & Regulations being mailed out to the community. The Clubhouse Reservation form has been Revised and fees have been reduced. The fee/reservation for 1-20 has been removed but form will still need to be completed for 6-20 people. Avellino must provide a 30-day notice to cancel any scheduled reservations.

A Motion was made by Steve Sorett to adopt the change to the Clubhouse Reservation form to 6-20 people and 21-60 people. The Motion was seconded by Margo Vincent and passed unanimously.

A Motion was made by Steve Sorett to approve the Draft Rules & Regulations being mailed out to all members. The Motion was seconded by Linda Cataldi and passed unanimously.

#### **Old Business:**

- The security camera installation will be completed in the next week. A monitor is being installed in the office and everything will be fully operational.
- The Insurance Claim deposition was accepted.
- The oil spill stains on the road by the gate and mailboxes is being treated by Trafford Pressure Cleaning. We are waiting on an update on the next treatment.

#### **New Business:**

A Motion was made by Margo Vincent to provide Steve Sorett and John Dobra the signature authority to close the existing and open a replacement account at Wells Fargo. The Motion was seconded by Linda Cataldi and passed unanimously.

- A discussion was held on the HVAC Contractor Selection permitted in Avellino for HVAC Maintenance.

**Adjournment:** With no further business to discuss, the meeting was adjourned at 5:53 pm.