

Avellino Isles Condominium Association, Inc

Board of Directors Meeting Minutes

February 28, 2022

Held at the Avellino Isles Clubhouse
595 Avellino Isles Circle, Naples, FL

Call to Order: The Meeting was called to order at 3:05 pm.

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

Quorum of the Board of Directors: Linda Cataldi, Ann Graham, Rein Mannik, Karen Haber & Steve Sorett

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

Approval of Prior Meeting Minutes: Copies of the Meeting Minutes of January 24th were provided to the Board of Directors in advance of the meeting.

A Motion was made by Karen Haber to waive the reading of the January 24th meeting minutes and approve them. The Motion was seconded by Rein Mannik and passed unanimously.

A Motion was made by Karen Haber to revise the language of the Motion made on December 13, 2021 to approve the replacement of the land fountain pumps at 505 and 588 from the Operating Budget and not Reserves. The Motion was seconded by Ann Graham and passed unanimously.

Update by Brian Cross on Hurricane Irma Insurance Claim: Linda provided a brief update on the Roof Claim on behalf of Brian Cross. As of February 14th, the litigation stay that was put in place for AmCap's insolvency has ended. We have requested a court conference to discuss the status and deadlines for completion of appraisal.

Acceptance of Board Member Resignation: Steve Sorett resigned from the Board effective today, February 28, 2022.

Appointment of Board of Director:

A Motion was made by Karen Haber to appoint Bill Mullins as a Board of Director. The Motion was seconded by Ann Graham and passed unanimously.

Officer Reports:

President: Linda Cataldi thanked everyone that participated in the survey. Fact - 88% of homeowners said that they did not want to change the traffic pattern in the community. Shelly Singer will oversee the Committee for the external exhaust vent project. There were 51 people at the Town Hall Meeting on February 7th, and everyone that

attended was thanked for their participation. Also thanked were Jan Hart for planning the Ladies Luncheons and Judy Agnew who has volunteered to take over this activity.

Vice President: Rein Mannik reminded the residents that ARC's have to be submitted for the kitchen exhaust vent project, and the vendor must be licensed and insured.

Treasurer: Karen Haber reported that the Revised December 2021 Year End Financials haven't been received as well as the January 2022 Financials. There has been a delay due to the new AppFolio Program.

Committee Reports – New Owner Welcome: Reports received from the Clubhouse, Welcome, Landscape, Lakes, Fountain and Finance Committees.

New owners that recently purchased:

- Dean and Barbara Economus have bought in #5-302
- Blake and Kristen Becker have bought in #38-102
- Curtis and Jacinta Toll bought Steve Sorett's unit #18-301

Management Report:

- **Stairwell Repairs Update:** The emergency stairwell repairs at 518 was completed by Pure Electric.
- **Wet Mop Cleaning Date:** Scheduled for March 9, 2022.
- **Onsite Office Hours:** Management will be changing Helen's hours from 3 days onsite weekly to 1 onsite day a week. The proposed day is Wednesday from 8-11am. Residents that would like to schedule an appointment please contact Helen Ferrer via email at helen@cambridgeswfl.com
- **Appfolio – Owner Portal:** Appfolio is a web-based program which Cambridge Management converted to on January 1, 2022. Activation emails have been sent to all owners. Owners have access to view their account ledger, enroll in ACH for their quarterly fees, make appointments, submit work orders, and track them. Owners are encouraged to use the portal.
- **Document Rewrite Procedure:** At a previous meeting, the Board approved the document rewrite. A draft has been received, and the Document Rewrite Committee will meet to begin reviewing the changes. Once the review has been completed, the changes will be sent to owners for the next Annual Meeting in 2023.
- **9-101 Update:** The Settlement Funds have been received by the attorney, and the bank is now responsible for paying the quarterly dues.
- **Downspout Drainage Line Update:** We are awaiting a proposal from Leo Jr. to remedy the unclogged downspouts.
- **Pedestrian Gate Repair Update:** The gate was removed today, and the vendor will be welding and repairing it in the next few days.
- **Building 575 – Electrical Wire Break – Non-Working Exterior Light Fixtures:** A proposal from Pure Electric was received with the cost based on time & materials.

Old Business:

- **Insurance Update – Brad West:** Brad provided a brief update. The committee met with Dave Sumner the Insurance Agent with IRMS Insurance to discuss the policy renewal due on May 14th. There has been an increase of 16% in Property Premiums

New Business:

- **Election of Officers:**

A Motion was made by Linda Cataldi to elect the following slate of officers.

President – Linda Cataldi

Vice President – Rein Mannik

Treasurer / Secretary – Karen Haber

Director – Ann Graham

Director – Bill Mullins

The Motion was seconded by Bill Mullins and passed unanimously.

- **Bank Authorization Update:** Karen Haber is requesting authorization appointments at Wells Fargo Bank and Iberia Bank.

A Motion was made by Karen Haber for the Board to approve that Karen Haber be added as authorized to give investment instructions to Wells Fargo Bank and Iberia Bank for assets held on behalf of the Association's reserve fund. Additionally, the Board approved that Bill Mullins and Karen Haber be added to the current persons named as authorized to give disbursement instructions to Wells Fargo Bank and Iberia Bank for reserve fund assets.

- **Polling of Community Regarding Opening Gates for Certain Hours:** A discussion was held by the Board on consideration of polling the community with regards to keeping the entry gates open for certain hours each day. All Board Members agreed to have the community polled.
- **Ratification of Approval of Leo Jr. Proposal Number 20502:**

A Motion was made by Karen Haber for the Ratification of the Leo Jr. Proposal # 20502 for a new station clock in the amount \$3,500.00 to be paid from Reserves. The Motion was seconded by Rein Mannik and passed unanimously.

- **Ratification of EPS Estimate for Fire Alarm Panel at 588/592:**

A Motion was made by Karen Haber for the Ratification of the EPS Estimate for the Fire Alarm Panel replacement at 588/592 in the amount of \$3,035.96 to be paid from Reserves. The Motion was seconded by Bill Mullins and passed unanimously.

- **Elias Brother's Proposal # 11789 – Unit #21302:**

A Motion was made by Rein Mannik to approve the Elias Brother's Proposal #11789 in the amount of \$5,800.00 to be paid from Reserves. The Motion was seconded by Bill Mullins and passed unanimously.

- **Alford Wildlife Proposal #5373:**

A Motion was made by Ann Graham to approve the Alford Wildlife Proposal #5373 in the amount of \$11,500.00. The Motion was seconded by Karen Haber. Bill Mullins abstained as it pertains to his unit and Rein Mannik opposed. Linda Cataldi, Ann Graham & Karen Haber were in favor. The Motion passed.

- **Leo Jr. Proposal #20743:**

A Motion was made by Ann Graham to approve Proposal #20743 in the amount of \$3,700.00 for the drainage issue on the left side of 592. The Motion was seconded by Rein Mannik and passed unanimously.

- **Leo Jr. Proposal #20744:**

A Motion was made by Rein Mannik to approve Proposal #20744 in the amount of \$3,170.00 to investigate the underground drainage issue at all buildings. The Motion was seconded by Ann Graham and passed unanimously.

- **Leo Jr. Proposal #20578:**

A Motion was made by Ann Graham to approve Proposal #20578 for removing of vines and Brazilian Pepper from privacy hedge area near the Pedestrian Gate in the amount of \$1,725.00. The Motion was seconded by Rein Mannik and passed unanimously.

- **Leo Jr. Proposal #20698:** A brief discussion was held on this proposal.
- **Proposed Fountain Timer Schedule:**

A Motion was made by Karen Haber to adjust the timer schedule on all 12 inner and outer lake fountains and all land fountains to reduce operating expenses. The Motion was seconded by Ann Graham and passed unanimously.

- **Approve Auditor Engagement Letter:**

A Motion was made by Karen Haber to approve the \$5,000.00 proposal for the Audit Services provided by Cindy D'Artagnon. The Motion was seconded by Ann Graham and passed unanimously.

- **Approve Reserve Advisors Update:**

A Motion was made by Bill Mullins to approve the Confirmation of Services of Reserve Advisors for a service fee of \$5,000.00 as a reserve account expense and a 3-year subscription to ForeSite Plus for \$500 per year. The Motion was seconded by Karen Haber. Rein Mannik abstained due to stepping out for a phone call. Linda Cataldi, Ann Graham, Karen Haber and Bill Mullins were in favor.

- **Other:** Mike Zolidis resigned as the Building & Grounds Chairperson. Linda Cataldi thanked him for all his work.

Adjournment: With no further business to discuss, the meeting was adjourned at 5:11pm.