

# *Avellino Isles Condominium Association, Inc*

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## **Board of Directors Meeting Minutes**

July 25, 2022

Held via Zoom Online Meetings

**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:** Linda Cataldi, Ann Graham, Bill Mullins and Rein Mannik.

**Also, Present:** Heather Keel, CAM of Cambridge Management

**Approval of Prior Meeting Minutes:**

A Motion was made by Bill Mullins to waive the reading of June 27, 2022 Board Meeting and approve them as submitted. The Motion was seconded by Ann Graham and passed unanimously.

### **Officer Reports:**

**President:** Linda Cataldi reported on the following: Linda provided an update on the status of the Insurance Claim Litigation. Additionally, Linda thanked all the Board Members for the time they dedicate to the community.

**Vice President's Report:** Rein Mannik noted that roof repairs are ongoing as a leak is incurred. Rein also reported that the Venzia Grande project is wrapping up.

**Treasurer:** A discussion to stop all discretionary spending at this time was held as the Association finances indicate that there is a projected deficit for yearend.

**Resignation and Appointment of Board of Director Member:** With the sale of her unit, Karen Haber submitted her notice of resignation to the Board of Directors. With an open seat on the Board of Directors, the following Motion was made to appoint a new Board of Director Member.

A Motion was made by Bill Mullins to appoint Brad West to the open seat on the Board of Directors left by Karen Haber. The Motion was seconded by Rein Mannik and passed unanimously.

**Committee Reports – New Owner Welcome:** Committee Reports were provided to the Board prior to the Board of Directors Meeting. The Committee Reports will be posted on the Avellino Isles website for owner access.

### **Management Report:**

**Homeowner Comments on Agenda Items Under Old and New Business:** No Comments on Agenda items were made.

**Management Report:**

- **Update on Violation Inspection:** All of the personal items in the common area that were identified were removed. Items will be stored in the Avellino Isles office for thirty days. After thirty days, if not claimed, the items will be disposed of.
- **Building Address Sign Update:** The sign maker has confirmed the signs are in the process of creation. Once completed, the final bill will have to be paid prior to installation.
- **2021 Fiscal Audit Completion:** The auditor has completed the physical in person portion of the audit process and a draft is expected within a few weeks.
- **Update on Downspout Drainage Project:** The vendor is in the process of completing the project which was delayed by NoCuts marking the locations, as required.
- **Painting of the Pedestrian Gate:** Elias Brothers provided a quote for \$1,200.00 to paint the pedestrian gate which has been approved and is pending scheduling.
- **Reminder of Homeowner Comment Procedure:** It was noted that the same procedure will be in place as the prior few meetings.

**Homeowners Comments on Agenda Items Under Old and New Business:** Homeowners were provided the opportunity to ask questions or make comments on Agenda Items.

**Old Business:**

**New IQ – Tele-Entry Replacement:** The contract has been signed and the deposit issued. A review of all names in the call box is being conducted to ensure the removal of all prior owners.

**Pool / Spa Surface Staining Discussion:** At this time, proposals are being obtained for the resurfacing of the pool and spa.

**Sealing of Buildings at Roof Line – Pest Control:**

A Motion was made by Rein Mannik to table any further action with regard to this matter. The Motion was seconded by Ann Graham and passed unanimously.

**Invoice Approval:** Ann Graham reported on the general process and noted that the community has on average 25-35 invoices per month.

**New Business:**

**Communication Committee Charter:** The Communication Committee submitted their Charter to the Board of Directors for consideration of approval.

A Motion was made by Linda Cataldi to approve the Communication Committee Charter as submitted. The Motion was seconded by Bill Mullins and passed unanimously.

**Discussion and Approval of Contractor Rules:** Further discussion on the contractor rules resulting in the following motion:

A Motion was made by Rein Mannik to approve the Contractors Rules with item 6 being stricken and the addition of the emergency terminology. The Motion was seconded by Bill Mullins and passed unanimously.

**Pool Rule Signage:** It was noted that Management would provide a typed copy of the Pool and Spa Rules to the Board for review prior to the replacement of the signage.

**Reorganization of Board Offices:**

A Motion was made by Ann Graham to appoint Brad West as the Secretary of Avellino Isles. The Motion was seconded by Bill Mullins and passed unanimously (Brad West abstained).

A Motion was made by Brad West to appoint Ann Graham as the Interim Treasurer. The Motion was seconded by Bill Mullins and passed unanimously (Ann Graham abstained).

**Resignation and New Appointment of Landscape Chairperson(s):**

A Motion was made by Brad West to appoint Mark Conforti and Linda Horowitz as the Landscape Committee Co-Chairs. The Motion was seconded by Ann Graham and passed unanimously.

**Finance Committee Recommendation Regarding Discretionary Spending:**

A Motion was made by Brad West to accept the recommendation of the Finance Committee to no longer allow Committee Chairs to be able to approve expenses under \$1,500.00. All expenditures must be submitted to the Board of Directors for approval. The Motion was seconded by Bill Mullins and passed unanimously.

**Landscape Committee – Proposals for Approval:** The Committee provided a spreadsheet with proposed work for consideration.

A Motion was made by Rein Mannik to approve the expenditure of up to \$300.00 to address the flower wall along the pool walkway. The Motion was seconded by Ann Graham and passed unanimously.

**Building and Grounds Committee – Projects and Consultations:** The Committee has inquired about creating a preferred vendors list for the community. Additionally, they are looking into the lanai frames and screening projects. The board is in agreement with these projects.

**Land Fountain Repair Proposals:**

A Motion was made by Bill Mullins to approve Architectural Fountains to approve the land fountains motors as proposed at a cost up to \$3,430.00 to be paid from Reserves. The Motion was seconded by Rein Mannik and passed unanimously.

A Motion was made by Bill Mullins to approve the replacement of four chlorinators in the land fountains by Pure Water Pools in the amount of \$1,696.00 to be paid from Reserves. The Motion was seconded by Brad West and passed unanimously.

**Clubhouse HVAC Proposals:**

A Motion was made by Bills Mullins to approve the Advanced Air proposal in the amount of \$3,040.00 for the replacement of the secondary drain pan to be paid from Reserves. The Motion was seconded by Ann Graham and passed unanimously.

A Motion was made by Bill Mullins to table the proposal for the relocation of the drain lines. Proposal Tabled.

**Adjournment:** With no further business to discuss, the meeting was adjourned at 5:17pm.