

Avellino Isles Condominium Association, Inc

Board of Directors Meeting Minutes

December 19, 2022

Held in the Avellino Isles Clubhouse and Via Zoom Online Meetings

Call to Order: The Meeting was called to order at 3:00 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 Brad West.

Also, Present: Heather Keel, CAM of Cambridge Management

Approval of Prior Meeting Minutes:

A Motion was made by Brad West to waive the reading of November 14, 2022 Board Meeting Minutes and approve them as submitted. The Motion was seconded by Ann Graham and passed unanimously.

Officer Reports:

President: Linda Cataldi reported on the following:

- Cocktails and Conversations is this upcoming Wednesday.
- Wednesday, January 25, 2023 is the Welcome Back Party.
- The Umpire Hearing was held on December 9, 2022 and a determination is expected within two months.
- Getting proposals has been difficult due to vendors have a lack of employees and the increased volume of work in SWFL after Hurricane Ian.
- The Building and Grounds Committee has prepared a vendor list for the community as an available resource.
- The water valve markers on the street have been repainted and indicate the location of water shut off valves within the community,

Vice President's Report: None.

Treasurer:

- Ann Graham reported on the Accounts Payable.
- Bill Mullins reported that the Finance Meeting was held on December 15, 2022. The November Financials have been reviewed by the Committee and have been finalized.
- Some of the Reserve Funds have been reinvested in CDs. There are additional CDs that mature in the first quarter that will be moved into higher interest Money Market accounts.
- The expected 2022 deficit is to be approximately \$90,000.00 to \$115,000.00. It is the recommendation of the Finance Committee to absorb the deficit through Homeowner Equity.
- The estimated Hurricane Ian costs are estimated at \$100,000.00. The Finance Committee is recommending to the board that the Hurricane Ian Expenses be reclassified as follows:

- Roof repairs expensed from Roof Insurance Settlement Funds.
- Open Deck repairs expensed from Reserves.
- All other expenses kept in Operating and will automatically reduce Homeowner equity at the close of the fiscal year.
- The Finance Committee is also recommending that the Board of Directors consider authorizing the Committee Chairperson to spend up to \$1,500.00 which will be discussed later in the meeting.

Committee Reports – New Owner Welcome: Nine 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.

Linda Cataldi provided a short review of the reports provided by the Committees.

Management Report:

- **Clubhouse Room Use Reservations and Calendar:** Owners were reminded that room use in the Clubhouse is first come, first serve. Homeowners can reserve the use of the smaller rooms for social functions and committee meetings. A Calendar of Room Reservations is also posted in the foyer.
- **Document Rewrite:** Document Rewrite Meeting is to be held in January to begin reviewing the draft provided by the Attorney.
- **Emergency Stairwell Cleaning:** The cleaning is scheduled for December 27, 2022.
- **Pool Signage:** The Board approved language has been sent to the sign company for the production of a proof.
- **Land Fountain Repair Update:** The replacement pumps have been ordered and are pending receipt for installation.
- **Dryer Vent Cage Update:** The final quantity of cages are expected to be delivered and the vendor is securing a lift for the higher floor vents to be addressed.
- **Pressure Cleaning Update:** The RFP was updated and resent to the vendors to produce proposals for the pressure cleaning according to the RFP.
- **Rodent Inspections and Closeout:** All inspections of the two story buildings were concluded and project has been closed out with no further issues identified.
- **Violation Update:** Management continues to contact owners with regard to violations to Association Rules and Contractor Rules.
- **Hurricane Ian Repair Update:** The Hurricane Ian log was provided to the Board as an update. The screen vendor will be in the community in early to mid January to prepare a proposal for the needed screen repairs from damage incurred during Hurricane Ian.

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:

Pool Resurfacing: Bill Mullins noted that a study was conducted in 2018 on the pool and the information received at that time was the pool had at least an additional four to five years in the life of the pool surface. Bill Mullins met with Pure Water Pools regarding the current surface condition. It was Pure Water Pools recommendation to wait to resurface the pool until after the reroof was completed. In the interim, an acid wash test was conducted on the spa first step. The tested surface is better than it was.

Gutter Clean out and Repair Proposals: A discussion of the two proposals to do a complete gutter clean out was held. Based on the review of the proposals, it was noted that Bill Mullins will meet with a representative from Absolute Gutters to further discuss the scope of the proposal. Additionally, the Board asked that Management contact Brian Cross to ensure that should the vendor need to walk on the roof that it would be acceptable considering the ongoing Roof Insurance Claim.

A Motion was made by Bill Mullins to approve the Absolute Gutters proposal in the amount of \$24,000.00 pending the onsite meeting the vendor and confirmation from the Attorney with respect to the roof access. The Motion was seconded by Ann Graham and passed unanimously.

ARC Guidelines and Update: Rein Mannik provided the Board of Directors a draft of the Revised ARC Guidelines for use within the Community.

A Motion was made by Brad West to approve the revised ARC Guidelines as presented to the Board. The Motion was seconded by Bill Mullins and passed unanimously.

New Business:

Architectural Fountains Proposal Dated 11/3/22 – Inner Lake Lights:

A Motion was made by Bill Mullins to approve the Architectural Fountain Proposal dated November 3, 2022 in the amount of \$2,500.00 from Operating for inside lake fountain lights. The Motion was seconded by Brad West and passed unanimously.

2023 Annual Members Meeting: Owners were reminded that the Annual Members Meeting is scheduled to be held on January 30, 2023 at 3:00 PM in the Avellino Isles Clubhouse. There will not be a Zoom Option for attendance at this meeting as it is important that a quorum be obtained and presence via Zoom does not count toward the Quorum without a proxy being submitted in advance by the Member. The Regular Board of Directors Meeting will be held on January 23, 2023.

Increase in Onsite Hours During Season: Heather Keel, CAM recommended to the Board that effective the first week of January that the onsite hours increase to two days per week. If additional onsite hours are needed, Management will communicate that need to the Board for consideration of adding a third day.

Pelican Builder Proposals:

- **Estimate 1461 – Land Fountain Pumps and Chlorinator Price Sheet:** A price sheet was obtained to secure known pricing for the cost of pumps, chlorinators and labor for the land fountains.
- **Estimate 1459 – Proposal for Repair of Land Fountains Not Functioning:**

A Motion was made by Ann Graham to approve Pelican Builders estimate 1459 in the amount of \$4,290.00 for land fountain repairs. The Motion was seconded by Brad West and passed unanimously.

Onsite Inventory of Pumps and Chlorinators:

A Motion was made by Bill Mullins to approve the purchase of five motors and 3 chlorinators to be kept onsite. The Motion was seconded by Brad West and was approved unanimously.

Elias Brothers Proposal 11733 – 14301 Open Deck Repair:

A Motion was made by Brad West to approve the Elias Brothers Open Deck Proposal 11733 in the amount of \$6,120.00 from the Reserves. The Motion was seconded by Ann Graham and passed unanimously.

Elias Brothers Proposal 12268 – 5201 Open Deck Repair:

A Motion was made by Brad West to approve the Elias Brothers Open Deck Proposal 12268 in the amount of \$9,450.00 from Reserves. The Motion was seconded by Ann Graham and passed unanimously.

Leo Jr. Proposal 21909:

A proposal was made by Bill Mullins to approve Leo Jr. proposal 21909 in the amount of \$875.00 for sod. The Motion was seconded by Brad West and passed unanimously.

Leo Jr. Proposal 21993:

A Motion was made by Brad West to approve Leo Jr. Proposal 21993 in the amount of \$1,687.00 for irrigation at the pool planters. The Motion was seconded by Ann Graham and passed unanimously.

Pure Water Pools – Estimate for Land Fountain Water Quality Maintenance: A proposal was received from Pure Water Pools for a cost for them to assume the water quality maintenance should a change in vendor be needed.

Pure Water Pools – Proposal 69125543:

A Motion was made by Ann Graham to approve Pure Water Pools proposal 69125543 in the amount of \$1,500.00. for Spa Acid Wash. The Motion was seconded by Bill Mullins and passed unanimously.

Pure Water Pools – Proposal 69583529:

A Motion was made by Bill Mullins to approve Pure Water Pools proposal 69583529 in amount not to exceed \$1,500.00 for Partial Pool Acid Wash. The Motion was seconded by Ann Graham and passed unanimously.

Hurricane Ian Reclassifications:

A Motion was made by Bill Mullins to reclassify the Hurricane Ian expenses as follows: Roofing Repairs to the Roof Insurance Settlement GL, Open Deck to Reserves, Gutter expense from Roof Insurance Settlement GL, and all other expenses to remain in Operating. The Motion was seconded by Ann Graham and passed unanimously.

Communication Committee Chairperson:

A Motion was made by Bill Mullins to authorize Committee Chairpersons to spend up to \$2,500.00 with communication and agreement from the corresponding Committee Board Liaison effective January 1, 2023. The Motion was seconded by Ann Graham and passed unanimously.

Adjournment: With no further business to discuss, the meeting was adjourned at 4:50 PM.