

Embassy Park Condominium, Inc.  
BOARD OF DIRECTORS MEETING  
PLACE: Conference call in number: (712) 770-4035 Code: 157739  
Unit 202  
February 13, 2018  
OFFICIAL MINUTES  
6:30-7:00 PM Pre-meeting Owner's Forum

**Meeting dates set for the entire year:**

3/13/2018  
4/10/2018  
5/15/2018  
6/12/2018  
7/10/2018  
8/14/2018  
9/11/2018  
10/9/2018  
11/13/2018  
12/11/2018 (Elections and annual meeting)

**Call to Order (P.M.)**

**Proof of Notice and Roll Call** posted on 2/10/18

**Establish Quorum** 6 Board members present

**Board Attending:** Phil Yorston, Nestor Daneri, June Howard, Chey Griffith, Darlene Crawford;  
Via phone Orfelia Mayor. **Owners present:** Dian Viovich

**Review of Minutes** of February 8, 2018 Waive the reading- move to approve **Passed**  
unanimous. 1<sup>st</sup> Eddie Walker, 2<sup>nd</sup> June Howard

**Treasurer Report** – June Howard

-Monthly report - Need to use our line of credit because we will have a deficit by end of month and need to pay bills.

-All the delinquents are now turned over to attorney

**Re-affirm our policy on delinquency, late fees, turn over to the attorney**

- 1) Anything turned in past 16<sup>th</sup> of month when it was due subject to \$25 late fee
- 2) Any fees due that are not paid the 1<sup>st</sup> date of the month following which it was actually due (so this means 2/1, 5/1, 8/1, and 11/1.) This includes the \$25 late fee.
- 3) Those who habitually pay the fees late can be subject to accelerated payments by a vote of the board. Habitual lateness is defined as paying late more than 2 consecutive quarters.  
\*\*Once turned over to the attorney the Board members and the management company cannot become involved.

1<sup>st</sup> Eddie Walker and 2<sup>nd</sup> Darlene Crawford– **Passed** Unanimous

**Committees**

Welcoming Committee -Screening/lease/sales report

408 approved – it is a familial purchase of occupants already living there  
1<sup>st</sup> Eddie and 2<sup>nd</sup> Nestor Danari Unanimous (Eddie and Darlene will handle with Sea Breeze)

505 – looking at the application now. Board members who want to see the application we will get it to you. They are asking for a closing on 2/19/18. Eddie and Darlene will handle with Sea Breeze.

**Landscape** They need an introduction to Tom O'Hara –Eddie can send e-mail introduction and then also make a time the 3 of them can meet on property.

Issue 1: Still bills for broken sprinkler heads. Need to come up with a plan regarding this.

Issue 2: Back fence and other landscape issues. They will call a committee meeting for landscape committee / any interested owner that would like to come to landscape meeting. Compile list of concerns and priorities and give board a report.

**Maintenance** - List of priorities to give to Sea Breeze – reviewed issues and put in order of directive to complete:

- 1) Broken gate on 705 and 608 unstable – will give prior quotes.
- 2) Gate signs
- 3) Pressure washing and Sidewalk inspection
- 4) Seal Coat peeling up - direct Sea Breeze to follow up.
- 5) Roof maintenance -proposals
- 6) Exhaust Vent cover that services all 4 units in each building -proposals
- 7) Masonry inspection
- 8) Water pipe leak inspection
- 9) Exterior lighting replacements – Sea Breeze to get a quote
- 10) Fence between here and Vista Del Largo – Sea Breeze to reach out

**Pool –Newsletter/Communications** -Darlene and Dian - group reviewed 1-pager of newsletter to go out with the special assessment invoices.

Want to instruct Sea Breeze to print this up and send out with the invoice for the \$396 Unit #5 of 6 Special Assessment Payment.

**Legal** – Eddie - Unapproved spending by the 2017 board – Multiple invoices that never had a vote/board approval totaling in thousands of dollars. Now we face a deficit and have a line of credit in use.

Complaint to DBPR - Motion to table Eddie 1<sup>st</sup>, 2<sup>nd</sup> Darlene Tabled

Eddie will work with Attorney T. Lemme to get opinion on who is to pay for the electrical conduit covers on the roof. Services all 4 units of each building - Common element or not? -

Motion to approve payment of \$1,245 for the legal bills concerning the turnover from former attorneys and also review resolution of the lawsuit from Universal Insurance.

1<sup>st</sup> by Eddie and 2<sup>nd</sup> by Phil **PASSED** Unanimous

### **Old Business**

Certification form for new board members – still need from Nestor, and Orfelia Need the certification letter

**NEW Business**

Reconfirm the "RULES" of the community that was voted on 1/2016. Will plan to review and discuss rules individually at each upcoming meeting and reaffirm each/change if needed.

**Owner Comments**

Darlene Crawford noted a neighbor complained of strange things happening to his car in the parking lot. Encouraged others to be aware and watch out. No other complaints have been noted by those present.

**Adjourn** Meeting Adjourned 7:53 PM