

Embassy Park Condominium, Inc.
BOARD OF DIRECTORS MEETING
PLACE: Conference call in number: (712) 770-4035 Code: 157739
Unit 202
May 15, 2018
OFFICIAL MINUTES

Future Meeting dates set for the entire year: *

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)

**Could be extra meetings added on – these are the minimum meetings we shall have.*

Call to Order 7:07 pm

Proof of Notice and Roll Call proof of posting – posted notice both bulletin boards 5/11/2018

Establish Quorum - present: *Eddie Walker, Dian Vujovich, Darlene Crawford, Nestor Dinari*

(Phone), June Howard, Chey Griffith

No additional owners nor guests present

Review of Minutes of 5/11/2018 Fix Chey's name spelling then approve: 1st Eddie 2nd Darlene (fix shay's name on 5/1) PASSED 6-0

Treasurer Report –

No report at this time

Concerns regarding the CPA and CMC not telling us we needed an audit vs a review for 2017 because we took in amount greater than that allowed for a general review. CMC should have us this after the DECEMBER 2017 reconciliation but failed to recognize and inform the association as was their professional obligation.

Finance review for 2017 has been done. The financial records are available for any owner that wishes to see copy – these notices were sent out via U.S. Mail prior to the 4/31/2018 deadline. The official Audit is now in progress.

Discussion Next year we will take bids out for audit company CPA's to do the 2018 Audit. All agree by consensus.

Need President/Treasurer to draft new budget w Sea breeze and talk about new special assessment needs. Need to set date for official budget meeting for community.

Will Review the audit when done for 2017.

Concerns regarding the financial statements brought forward by June Howard– Audit in progress – will address concerns once official audit completed.

Concerns raised that CMC misplaced a 4th quarter assessment check for unit 701 – now unit is sold and we have no way to recoup this entire quarter assessment. A special assessment check on another unit also is missing after being given to CMC.

Legal

Board agreed that Eddie contact lawyer regarding the feasibility of writing a letter to people with large trees in patios giving them option of

1) removing tree at their own expense

2) having tree removed by association and then they will be charged, and a lien placed if needed or

3) The owner signs contract stating they are responsible for any and all damage due to the tree if it remains.

Need to see if this is feasible/legal.

Update of legal statuses letter dated 5/3/2018 from lawyer Theresa Lemme to be entered into these minutes.

Need update on foreclosure 604 – might not be taken over as offered b/c close to bank taking with it. 5/1 meeting the board agreed to let the title be transferred for \$1,000 but this now on hold.

Luce unit 207 – sent demand letter to the bank by our lawyer–bank owns this now

Committees

Welcoming Committee -Screening/lease/sales report

510 new lease approved

Accept the motion for the attached list of items to go over with renters/ new owners at interview/welcoming session. Will give each new resident a printed copy.

Policy & Procedure for rental/new owner approvals: Dian and Darlene work on it and submit for approval the 6/12 meeting.

Landscape

Patios: Need to write letters to people with sails up for shade in their courtyard that they cannot be tied to the fence, the railings or any part of the building. Inform them they will be held liable for any damage caused. Since these are against the documents and potentially harmful to the building and fence integrity they must be removed if attached to fence, railing or buildings. If the owner installs poles to hold up these sails then they can remain.

Need tree trimming set up before hurricane season - We have 3 bids. The board members present felt they did not have enough time to review these bids and requested a few days to look over. We do NOT want to wait until 6/12 meeting to vote on tree trimming. Agreed that we could have a phone meeting and vote on this issue at a date prior to 6/12 meeting. Will put out notice when this meeting shall be.

Hurricane preparedness: Need to get together the hurricane plan for this year. Need to send out notices regarding hurricane prep needs to owners. Darlene and Dian can work on this.

Also need hurricane contract for debris removal to be set up prior to season this year – will request that Laura get these bids. Can vote at 6/12 meeting.

Maintenance

Use Reserves to fix and replace entire fence in 705

Instruct Laura to get this done since we had the bids.

(608 refuses to remove the hibiscus trees therefore we cannot replace this fence. Will ask them to respond in writing whether or not they want the fence fixed.)

512 and 101 plumbing – had work done and altered the building in unaesthetic way. Need to get Sea Breeze to check out (work with Laura property manager to rectify these situations. May need to call code enforcement.)

Pool – Pump is now in and pool is still working. Still need tree trimmed that hangs over the pool.

Security Cameras – Board member Chey Carter will get trained to use the cameras his and view the cameras and will be the admin for this. Will decide in future who else shall have access in real time and/or play back abilities.

Newsletter/Communications Need to work on a newsletter for Hurricane Preparedness.

E-mail and website – have 2 websites that we need to stop – will re-direct and we will use the Sea Breeze site. Will be able to make online credit card payments through the Sea Breeze site. May be able to get e-mails set up through this site also.

ARC: No report

Old Business

Tree trimming – see Landscape report. Will review the bids and set up a phone vote and notice community.

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NEW Business

Gates to be repaired – Motion: Get a company to go to every single fence latch – this does not count LOCKS – instruct Laura the property manager to get bids to do this. Darlene 1st Eddie 2nd; PASSED approve up to \$2500 for this job.

June concerned that we need to post bids on the website per a new statute. Eddie noted that our condo does not have enough units to make this a requirement. Will request information from Sea Breeze regarding this.

Owner Comments

None

Adjourn Move to adjourn 8:28 PM Darlene and Shay – passed