

Embassy Park Condominium, Inc.  
BOARD OF DIRECTORS MEETING  
PLACE: Conference call in number: (712) 770-4035 Code: 157739  
Unit 202  
January 9, 2018  
OFFICIAL MINUTES

Call to Order (7 PM)

Proof of Notice and Roll Call In person: June Howard, Phil Yorston, Eddie Walker, Darlene Crawford, Via Conference line: Nestor Denari and Orfelina Mayor

Owners Present: Patty Kadis

Establish Quorum - Quorum present

Meeting dates for 2018

Meeting Time: 6:45-7P is open member forum (mingle) and business starts promptly at 7P

2/13/2018

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)

Review of Minutes of December 20, 2017 and December 28, 2017 - tabled

**Treasurer Report** – June Howard

Monthly report Paper report submitted

Line of Credit – approved for \$50k

**Committees**

Welcoming Committee -Screening/lease/sales report

– Unit 409 approved closing already done.; Unit 711 approved

- need to par down the application (June Eddie, me on committee) and present new application and policy for Board review of buyer/rental candidates

Landscape – new O’Hara contract now – Eddie will send out;

Tree TEAM tree trimmers now paid

Maintenance - Campany roofing to be paid;

Discuss getting a roof maintenance contract when new management company starts - table

Pool – table

Newsletter/Communications - will write after new mgmt. in place so that all information can be sent to owners

Legal – Eddie – Terersa Lemme is new attorney; Ed spoke to Attorney Posner - prior attorney and getting papers needed for records; Still waiting to speak to Rossin – re: Luce and unit #604 still need to get information

512 Darlene to complete c the ARC form so that the owner of 215 can get Hurricane shutters installed: 1<sup>st</sup> by Eddie Walker and 2<sup>nd</sup> by June Howard - PASSED

Ana Schwerder would like to get sliding glass door replacement in her unit. Will table this until next meeting. Need to write up something and have lawyer look through this – window replacements can possibly cause damage to concrete/stucco as pulled out and placed back in. Need to be sure papers signed so that Association not held responsible.

### **Old Business**

Certification form for new board members – needs to be signed. Ither attend a class and get certificate or read the documents of the association and sign affidavit – Eddie will write up form for board members.

No annual meeting held 12/28/17 – lack of quorum

Management Company Transition - Ed Walker going to talk to Beverly Jameson re: some concerns in the contract - but will sign after negotiating these items

- 1) \$100 rental buyer application fee
- 2) Charges for records review
- 3) Estoppel fee max amount -- \$250
- 4) State minimum number of visits per week or month in the contract

Patio Fences – paid Coastal for services -2nd check mailed.

Exterior lighting replacements - table

Broken gate on 705 and 608 unstable – There was a person who came to stabilize 705 fence but hasn't been paid Ana gave the information to CMC and they never contacted him that we are aware of. Darlene to try to contact this fence person for estimate to finish job

Seal Coat peeling up - someone to follow up with CMC on date they will have this fixed as they are obligated.

Signs on front gate – CMC never removed the 4 signs as requested. Also, they need to remove the CMC sign and paint over the area if it damaged paint.

Roof issues – ongoing – review w new manager

Grout issues – ongoing – review w new manager

Patio vegetation issues – need to talk to lawyer regarding letter of responsibility for those owners with large trees in their patio

Poles to be placed behind dumpsters to keep the lids from falling behind the dumpster – table (already voted and passed 9/2017 but never acted on)

Supposed legal issue with the elections – moot point – however elections interference is an issue that will be looked into further

\*\*UNIT 604 OWNED BY Embassy Park – inspected by 2 members of the last board but not secured and no report ever given. Darlene cleaned out unit somewhat but needs further work.

### **NEW Business**

Insurance contract – E/G and Company and Brown and Brown

Motion to go with the E/G insurance proposal 1<sup>st</sup> Eddie Walker 2<sup>nd</sup> June Howard - PASSED

Roof maintenance – proactive maintenance contract – table

Reserves Review - table

Leak Detection to help save water bill – table

Special Assessment Review - Darlene will look through check register for 2017 and add to the 2016 Excel spread sheet that had the tabulation of what was spent from the Special assessment account.

Review of Condo Docs – table

Comcast – bulk account – Eddie is looking into this with Comcast

Also filled out an ATT inquiry to see if we can use them

Bulk pick up for 1/11 - announcements sent to the community. Thank you to Dorie Edwards for putting out flyers.

Owner Comments - Pattie Kadis is glad the unsightly refrigerator was removed from the patio of 604

Adjourn - 8:07 pm adjourned