

EMBASSY PARK CONDOMINIUM ASSOCIATION, INC

1700 Embassy Dr, West Palm Beach, FL 33401
Telephone 561-247-4245

BOARD OF DIRECTORS MEETING MINUTES

Monday, June 13th, 2016 @ 7:00pm
1700 Embassy Drive, **Unit 704**, West Palm Beach, FL 33401

1. **Call to order** – 7:04 pm.
2. **Proof of Notice** – per Ana Schwerer, agenda posted timely – more than 48 hours prior to meeting.
3. **Establish Quorum** - board members Amy Spiegelman, Ana Schwerer, Dori Edwards, Jack McDonald, Dionne Rich and Darlene Crawford (on phone after resignations to establish quorum). Guests: Champ Edwards and June Howard.
4. **Resignation of Michael Lang** from Board of Directors and Committee. Effective upon submission to the president of the association. **Jack McDonald made motion to accept the resignation, motion seconded by Dori Edwards, passed unanimously.** Following, Ana Schwerer read letter to board resigning her position as President of the Board of Directors. Discussion following to convince Ana to rescind. **Jack McDonald made a motion to accept Ana's resignation, seconded by Dori Edwards, passed 4-1 (Amy Spiegelman against).**
5. **Read and approve minutes of Board meeting of May 9th, 2016 and May 30th (Amy stated May14th which is incorrect date)** – motion made by Amy Spiegelman to accept minutes, seconded by Jack McDonald, passed unanimously.
6. **Officers/Committee Reports**
 - a. **Financial Report** – Darlene Crawford presented – \$54,700 in checking; bills are getting paid. Delay in bills getting to Darlene through our dropoff box system. May financials were just sent out to board members.
 - b. **Collections** – Darlene Crawford presented. Amy Spiegelman said current association attorney St. John has retired and recommends we leave current matters with the remaining attorneys at the firm. **Motion made by Darlene Crawford to turn new delinquencies over to Michael Posner's firm, seconded by Amy Spiegelman, passed.** Currently we have 2 delinquencies turned over.
 - c. **Screening** – Amy Spiegelman. One owner getting roommate was approved. Unit 606 has offer of \$175,000 but didn't appraise. Price lowered to \$155,000 and owner was approved.
 - d. **Motion made by Amy Spiegelman to appoint Sue Bailey as a director to fill a vacant board seat. Seconded by Dori Edwards, passed unanimously.**
 - e. **Landscaping** – Dori Edwards presented. Has 2 estimates to replace the defective sprinkler system timer for units 901-904 for \$391.80. **Motion to replace timer made by Jack McDonald, seconded by Amy Spiegelman, passed unanimously.** Fence repair – some sections aren't accessible because of vegetation. Current contractor didn't include estimate to remove vegetation in original estimate yet had to be aware of the problem. Will complete fence repair once we remove the vegetation. **Motion made**

by Amy Spiegelman to have Dori followup with fence people and landscapers to see exactly what needs to be done and to accept a bid not to exceed \$2500 for work to be done. Seconded by Darlene Crawford, passed unanimously.

- f. **Pool** – Darlene said she used the pool as a resident and all is in working order in restrooms. Will need pool area to be cleaned in the future. Will have new property managers handle.
- g. **Maintenance** – Amy Spiegelman gave report. Said she was unaware of what had been done but some lights are still not in working order.
- h. **Parking** – Amy Spiegelman gave report. Still problem with some parking on main roads. 2 trucks were grandfathered in and owners sent in their registrations. They are aware they cannot replace these trucks with new trucks.

7. New Business

- a. **Discussions** – committee to pick new property manager consists of Jack McDonald, Dori Edwards, Amy Spiegelman and Dionne Rich. Met with CMC and they agreed to 2 additional conditions - to walk property weekly with board member and to give us a 30 day trial basis for cancellation. Met with 2 property managers from CMC and choose one to work with Embassy Park. Committee decided to turn contract over to association attorney to review the contract. Also gave Mike Posner concerns from Mike Lang and other board members and he created an addendum with changes to the contract. Missing CMC's insurance information. Jack McDonald raised concerns regarding the pricing in the separate contract schedule and discussion followed. These concerns were addressed and revised in the contract but a new contract was not provided to board prior to meeting. **Darlene Crawford made a motion to send most current version of the CMC contract (including addendum) to board members, seconded by Dionne Rich, passed unanimously. Will give time to review and will meet on Saturday, June 18 at 11:00 a.m. to vote on the contract.**
- b. **Diseased trees** – need to get estimate on removal of dead and dying trees.
- c. **Mike submitted info relating to turnover - Ruth will finish uploading info to website and turn over records.** Discussion about new website.
- d. **Various motions** – none.

8. Old Business

- a. **None.**

Adjournment – meeting adjourned at 8:29 p.m.