

The Savoy on Palm Condominium Association, Inc.

Board of Directors Meeting Minutes

April 18, 2013

Call to Order: The Savoy on Palm Board of Directors Meeting was held April 18, 2013 on the Third Floor of The Savoy on Palm Condominium at 401 South Palm Ave, Sarasota, Florida 34236. The meeting was called to order by Wayne Ruben at 4:01 p.m.

Determination of a Quorum: Board Members present were Wayne Ruben, Peter Fanning, Bill Roe, and Nancy Lindeman. It was confirmed that proper proof of notice of the meeting had been conveyed.

Approval of Minutes:

1. **MOTION** – (Bill Roe) to approve the minutes from the February 7, 2013 Board Meeting. Motion seconded by Nancy Lindeman. Motion passed unanimously.

President's Report: Mr. Ruben presented the attached report.

Treasurer's Report: Mr. Roe presented the attached report.

Mr. Fanning asked if there was any information available for the owner's that may want purchase a deductible insurance policy in case there ever was a major hurricane disaster due to the high amount of the Association deductible. Mr. Roe will check into this.

2. **MOTION** – (Nancy Lindeman) to accept the Treasurer's Report. Motion seconded by Peter Fanning. Motion passed unanimously.

Building Manager's Report: Bill Veal presented the attached report.

The Board ensued in a brief discussion and asked several questions related to the painting and waterproofing project about balcony furniture, noise, hours of work, and the amount of time to complete.

3. **MOTION** – (Peter Fanning) to approve the replacement of the spa heater at a cost of \$2,415.53 with the expense being charged to the reserve account. Motion seconded by Nancy Lindeman. The motion passed unanimously.

The Board ensued in a discussion about the outdoor cushions. The Facility Committee is not satisfied with the quality of the workmanship. Bill Veal will contact the vendor and report the problems and set up a meeting with the vendor. The Board also authorized Bill Veal to get 2 sets of each type of extra cushions that are currently in storage recovered with the new fabric to have as spare cushions in storage.

Facility Committee Report: Peter Fanning presented the attached report.

4. **MOTION** – (Peter Fanning) to authorize Bill Veal to seek out 2 bids to replace the counter top in the 3rd floor lavatory, and then give him direction to pursue the low bidder to replace the top as soon as possible. There was not a second for the motion, therefore the motion failed.

A discussion ensued amongst the Board and Bill Veal about the replacement of the elevator tiles. Bill Veal made the suggestion to have the elevator floors repaired and polished along with the lobby floor this summer, to allow for ample time for the Facility Committee to bring a replacement tile back to the Board

for consideration and/or approval. Once a replacement tile has been approved by the Board, then the work will be scheduled and completed during the off season of 2014.

5. **MOTION** – (Bill Roe) to follow Bill Veal's recommendation to repair and polish the elevator floors along with repairing and polishing the lobby floors this summer, and plan for a replacement of the elevator floors in 2014 if it is needed at that time. Motion seconded by Nancy Lindeman. Motion passed unanimously.
6. **MOTION** – (Peter Fanning) to approve an expenditure of an additional \$300 along with the \$143 that was not used on the guest suite bedding to purchase a coffee service table or cabinet to be placed in the guest suite area and also except a donation of a Keurig Cartridge hot beverage service from Leslie Rivera. Motion seconded by Bill Roe. Motion passed unanimously.
7. **MOTION** – (Nancy Lindeman) to accept a donation of one or more pieces of artwork from Leslie Rivera to be placed on the walls of the guest suite. Motion seconded by Bill Roe. Motion passed unanimously.

Bill Veal asked for the Board to approve an expenditure not to exceed \$2,500 to move forward with the landscape lighting improvement plan that was proposed in 2012 by Mrs. Elden and was included in the 2013 landscape budget. The Board ensued in a brief discussion before making a motion.

8. **MOTION** – (Peter Fanning) to approve an expenditure not to exceed \$2,500 to complete proposed landscape lighting improvements by the landscape committee. Motion seconded by Nancy Lindeman. Motion passed with 3 Board Members in favor (Wayne Ruben, Peter Fanning, and Nancy Lindeman) and one Board Member that abstained from the vote (Bill Roe).

Finance Committee Report: Bill Roe presented this report with his Treasurer's report.

Civic Activity Reports: Peter Fanning presented the attached report.

Old Business: Mr. Fanning inquired to whether or not Aris Rivero is still being paid and covered by her medical insurance while on maternity leave. Bill Veal replied that she will be paid for approximately 3 more weeks or until her vacation and sick time run out and she will continue to have her insurance while she is out on leave.

New Business: Mr. Ruben announced that the employee compensation committee would be meeting next week. The committee members are Wayne Ruben, Bill Roe, and Mort Siegel.

Owner Comments: None at this time.

Adjournment: There being no further business, the meeting was adjourned at 5:14 PM.

Dear Neighbors:

It is my pleasure to welcome everyone to the meeting today. I would also like to welcome our newest neighbors Tony & Linda Ciliberti. We are also pleased to have Dick and Leslie Rivera back at the Savoy. I am sure that you all join me in wishing a speedy recovery to Bea Elden and George Malmberg.

Due to the fact that Aris is out on maternity leave, we have hired a temporary replacement, Jo-ann Rader at the same cost to the Savoy on Palm. With Bill Veal's help and guidance, I am sure that it will be a seamless transition until Aris returns.

We had a full, active and happy building during the spring break. It was wonderful to see so many families enjoying their guests at the Savoy.

All the Best
Wayne Rubin
Board President

The Savoy on Palm Condominium Association, Inc.
Treasurer's Report
4/18/2013

1) Audit – By Tyack and Associates

- a) Document #1-*Communications to Board of Directors and Management*
 - i) Deposits exceed FDIC limit of \$250,000
 - ii) Windstorm deductible of 3% or \$717,000
 - iii) Misstatement of accrued payroll
 - (1) 2011 - \$3,799
 - (2) 2012 - \$3,435
- b) Document #2-*Independent Auditor's Report of Financial Statements and Supplementary Information*
 - i) Opinion – page 2- '...fairly presents the financial position...'
 - ii) Note 3 – Identified and unrealized investment gain of \$128
 - iii) Note 4 - \$11,783 of equipment purchases and deducted \$1,683 of accumulated depreciation.
 - iv) Note 5 – Identified the investment concentration of \$384,939 over FDIC limit.
- c) Cost of audit - \$3,750 and an additional \$200 for preparation of the 2012 tax return.

2) Tax Return - Filed April 7th, owed \$1,860, had overpaid taxes by \$540.00

3) Quarterly Assessments – All received by due date

4) Banking Relations

- a) All operating accounts at Gateway @ .5% interest rate
- b) C1 Bank – two accounts
 - i) Money Market of \$128,000 @ .5% interest rate
 - ii) CD of \$100,000 @ .65% interest rate
- c) Iberia Bank
 - i) CD of \$240,000 @ .95% interest rate

5) Natural Gas Contract –

- a) Starting 3/3/2013 and for one year gas charges will be fixed at .5439 per therm (vs. 70-.79 per therm), with approximate savings of \$1,855 per year.

6) Electrical

- a) Contracted w/ ICG to evaluate electrical charges
- b) Refund expected approximately \$6,500 - \$7,500 with a reduction in monthly costs of approximately \$200 going forward. We receive ½ of the refund.
- c) LED lights installed and will do more as technology and cost settle in and with payback of 1-1.5 year.

7) Water

- a) 2 problems with water leaks (auto fill for pool and broken supply line to pool). Both are fixed and we will receive a \$583 credit from City.

The Savoy on Palm Condominium Association, Inc.
Treasurer's Report
4/18/2013

8) Financial Statements

- a) Homeowner's Equity –up \$28,652 since 12/31 and now stands at \$621,566.41
- b) Operating Statement –
 - i) Under budget by \$17,786.12 for first 3 months
 - ii) Utilities were over budget by \$3,178 for the 1st quarter
 - iii) New non-cash unbudgeted charge of \$840 for depreciation of equipment
- c) Reserve Statement
 - i) Expense of \$3,505 Tower floor A/C unit replacement
 - ii) Statement needs to reflect budgeted work per reserve schedule

1) Finance Committee Report

- a) Reserves – no changes to schedule that need to be addressed at this time.
- b) Investments – discussed previously.
- c) Budget – will be addressed in late summer with initial review by the finance committee and a report to the Board in October
- d) Insurance –
 - i) Met with agent on 4/15 and reviewed the renewal process
 - ii) Current cost \$70,900; expect 2,000 to 2,500 increase for 2013-2014 (\$1,000 is Citizens)
 - iii) 'Opted out' of the option to move windstorm from Citizen's to Weston per Brown & Brown recommendation
 - iv) Renewals 5/31/13 to 11/08/13

Submitted by,

Bill Roe

Facilities Committee Report to the Savoy Board – April 18, 2013

1. There was no update on landscaping as Bea Elden is recovering from surgery. We wish her all our best.

2. The replacement of the counter top in the third floor bath remains an open item from the last report. The Committee recommends that the Board approve Bill Veal getting at least two bids to replace the counter top and give him direction to proceed with engaging the low bidder on this project to replace the top as soon as possible. Additionally, the Committee recommends that the Board approve the expenditure of up to \$250.00 to replace the several amenities in the bath area, including the paper towel dispenser, tissue holder, soap dispenser.

3. Bill Veal has selected an appropriate tile for the replacement of the elevator floors. The Committee recommends that the Board direct Bill Veal to schedule replacement of the elevator floor tiles as he deems most consistent and appropriate with the present construction and move in/move out schedules, but before October 15. The Board had approved this replacement as an expenditure from the Reserve Fund at a prior meeting.

At the same time, the Committee recommends that the damaged tiles in several halls near the entrances to the elevators be replaced as discussed in a prior meeting.

4. Toby Kaulkin reported that she based on the approval of the Board at a prior meeting replaced and added to the towel and bath mat sets in the guest suite, added and replaced bed spreads and mattress pads at a cost of \$357. The Board had approved an expenditure not to exceed \$500.00.

The Committee further recommends that the present coffee service in the guest suite be replaced with a table and coffee server that can be placed in the living area rather than the bath area of the suite. The present coffee pot is a potential safety hazard for any one who has children that occupies the suite, and is somewhat unsanitary with sprays, hair etc. in the bath area. The Committee recommends the Board approve the expenditure of an additional \$300.00 along with the money (\$143) not expended on towels etc. to purchase an appropriate and attractive table/cabinet for the coffee service. Leslie Rivera has offered to donate a nearly new Keurig Cartridge hot beverage service.

Additionally, at the request of several residents who have had guests stay in the suite, the committee recommends that at least one piece of art be added to the living area of the suite. Currently, the walls are without decoration. Again, the committee believes and recommends the Board accept a donation from Leslie Rivera of a piece of attractive and appropriate art work for the suite.

Finally, the Committee recommends that the west wall in the living area that has a thermostat on it be painted to match the rest of the suite. Apparently, a repair was made to the thermostat and the area around the thermostat was patched and painted a different color from the rest of the wall.

5. The Committee after discussion recommends that, because the lobby lights cannot be programmed on and off that the lobby lights not be turned off on Sunday morning, but rather be left on until staff can manually turn them off on Monday morning. There have

been many occasions recently when the lights have been turned off , but not turned back on in the evening, leaving the residents in the dark, both at the outside entrance and lobby entry way. The Committee will continue to work with Bill Veal to try to bring back a recommendation to the Board for a better lighting pattern and system that will provide greater illumination for this area.

6. The Committee after inspecting the samples of the coverings of the outdoor cushions recommends that Bill Veal work with the vendor to correct problems that are clearly visible with the samples, including using hidden zippers, tightening up the corners and firming up the stuffing, especially in the chaise lounge cushions. The Board suggested that the Facility Committee review the corrections and approve the work, before the vendor continues.

Also, the Board approved the covering of spare cushions – 2 lounge sets and 3 chair and ottoman sets.

7. The Committee asked and the Board approved that Bill follow up with the following maintenance items:

- Repair the leaky faucet in the Gazebo sink
- Have the water wall in the entrance to the fitness center cleaned
- Repair the clog in the fitness center sink
- Repair the East wall in the fitness center where the stretch apparatus has chaffed the wall.

As Reported By:

Peter S. Fanning, Chair

Civic Activity Report – April 18, 2013

Peter Fanning made the following report at the request of Gerry Elden who was unable to attend the Savoy Board Meeting;

1. Gerry has sent communications to the Commissioners and particular candidates, as well as to the newspapers, encouraging the creation of ordinances that will alleviate the vagrant/homeless problem.
2. Gerry has called the utilities department this past Saturday night to report a massive sprinkler leak at the roundabout. They were very responsive and repaired the malfunction that very night.
3. Gerry will call public works to fix the holes in the road at the northeast corner of South Palm and Mound where the road is in such disrepair that damage is being caused to vehicle tires.

Peter informed the Board of the following activities:

1. Peter asked Mort Siegel to summarize the issues being discussed by the City Commission relative to the "500 foot rule" that applies to businesses selling alcoholic beverages. The City Commission has placed this item on a special meeting agenda for discussion to be held on Tuesday, April 23, 2013 at 2:00 P.M. in the City Commission Chambers.
2. On the same special meeting agenda the City Commission will have a Second reading of proposed Ordinance No. 13-5060, amending Chapter 23 of the City Code to add a new Section 23-1 to be entitled "Solicitation and Distribution on Public Roads."
3. There is a great deal of activity surrounding discussion of the present Sound Regulations found at Chapter 20.1 of the Sarasota City Code. A new downtown committee "Residents for a Livable Downtown" (RLD), has been formed to represent the concerns of citizens who believe the sound regulations are not being enforced and may need to be amended.
4. The Downtown Sarasota Condominium Association (DSCA) is proposing to hold a residents meeting to discuss proposals for providing attainable living units and increasing density downtown. An e-mail will be sent to the Savoy residents when dates and times for this meeting have been established.
5. Early voting for two at large City Commission positions will be held from May 4 to 14 with polls open at the County Office Building at Ringling and Washington Blvd. US 301 from 9 to 5. Election day is May 14. Absentee Ballots may be obtained by calling the Sarasota County Elections Office.

Report Submitted By:

Peter Fanning, Savoy Board Member and President, DSCA