

**The Savoy on Palm Condominium Association, Inc.**  
**Board of Directors Meeting Minutes**

June 9, 2016

**Call to Order:** The Savoy on Palm Board of Directors Meeting was held June 9, 2016 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 Peter Fanning at 4:01 p.m.

**Determination of a Quorum:** Board Members present were Peter Fanning, Leon Ellin, and Gerald Elden in person with Bill Roe, and Richard Rivera via speaker phone. It was confirmed that proper proof of notice of the meeting had been conveyed.

**Approval of Minutes:**

After a brief discussion amongst the Board, a motion was made:

1. **MOTION** – (Richard Rivera) to approve the minutes from the April 14, 2016 Board Meeting. Motion seconded by Gerald Elden. Motion passed unanimously.

**President's Report:** Peter Fanning presented the attached report.

There was a discussion amongst the Board regarding the Savoy Cable Update and several questions asked by owners in attendance. After answering those questions, Mr. Fanning clarified that it is his understanding that if the proposal from Structural Technologies meets all of the legal requirements and concerns that were previously expressed, than we could proceed with the work without scheduling an additional Board Meeting. All Board members were in agreement with this.

The Board directed Peter Fanning as President to schedule a representative from Aqua Mizer to come to The Savoy to present their product and provide an information session for the owners.

Peter Fanning also mentioned that due to the fact that Bill Roe is in the process of selling his unit that he would be resigning as Treasurer, but would remain on the Board until the sale of his unit is complete.

2. **MOTION** – (Gerald Elden) to appoint Leon Ellin as Treasurer. Motion seconded by Bill Roe. Motion passed unanimously.

Mr. Elden thanked Bill Roe for the terrific job he has done in handling the finances at The Savoy over the years, and congratulated Leon Ellin for taking over the position of Treasurer.

**Treasurer's Report:** Leon Ellin presented the attached report.

3. **MOTION** – (Gerald Elden) to accept the Treasurer's report as presented. Motion seconded by Bill Roe. Motion passed unanimously.

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

After a discussion amongst the Board over the additional expense, and what could be done to help prevent iron staining of the pavers a motion was made.

4. **MOTION** – (Richard Rivera) to approve an additional expense of \$3,400 for a total cost of \$16,296 to have a 6 inch concrete slab installed under both driveway approaches at both driveway entrances as is required by the city of Sarasota in addition to the previously approved sidewalk and driveway improvements. Motion seconded by Leon Ellin. The motion passed unanimously.

**Committee Reports:**

- Civic Activity Report:
  - o Gerald Elden mentioned that the collapsed retaining wall at the sidewalk just to the north of The Savoy had been repaired.
  - o Peter Fanning presented the attached report.

**Old Business:** None at this time.

**New Business:**

- Board Membership Discussion
  - o Bill & Betsy Roe will be selling their unit in the near future. When they do sell there will be a vacancy on the Board which may be filled by a Board appointment until the following election, or the Board may decide to wait to appoint a new Board member until the next election.
  - o Peter Fanning would also like to appoint an owner to sit on the Cable sub-committee that is now represented by Board members only. The Board was in agreement with this.
- Discussion of Personnel Item
  - o Peter Fanning informed the Board and the owner's in attendance that Wendy Luper submitted her two week notice to resign from The Savoy due to external circumstances. He informed all in attendance that the circumstances are due to the length of her commute to and from work and the poor condition of her personal vehicle that is beyond repair. He asked that the Board consider giving her an interest free advance to help her purchase a newer vehicle that will be paid back through a bi-weekly payroll deduction.

There was a lengthy discussion amongst the Board over what other options may be available to help Wendy.

5. **MOTION** – (Leon Ellin) to advance Wendy Luper \$1,000. Motion seconded by Gerald Elden. Motion passed with 4 for and 1 against. Richard Rivera clarified that he feels that Wendy is one of the best housekeepers that has been employed at The Savoy and he is all in favor of finding a way to help her out, but he doesn't feel that it is a good idea to set a precedent by advancing money to employees and would like for the Board to look into other ways to get this done.

**Owner Comments:**

- Brenda Griffiths gave an update on the Church of Redeemer construction plans that are scheduled to begin in the near future and take place over the next four years.
- There was a discussion amongst the Board members and the owners in attendance over the possibility of changing or amending the city building code and zoning to prevent future projects from not having proper setbacks from neighboring property lines.
- Dina LaReau commented that she is very pleased that the Board is going to work with Wendy to help keep her employed here at The Savoy.

- Linda Doery asked for clarification of any pending legal issues that was posted on a past agenda for an Executive Session between the Board of Directors and the Association Attorney. Mr. Fanning clarified that the cable issue could become a legal issue, but first it must be determined whether or not there are any problems with the cables or problems with how the cables were installed.

**Adjournment:** There being no further business, the meeting was adjourned at 5:33 p.m.

## President's Report – Board of Directors Meeting – June 9, 2016

### Savoy Cable Update:

We were not able to get a timely response and commitment from the Engineering Group that had previously advised the Association on the cable issue, and at the request of the Board, Bill and I have followed through by soliciting a proposal from another licensed, and recommended firm. Bill and I met with the firm and the contractor suggested by this engineering firm to do the work that will result in an evaluation and assessment of the status of the cabling systems at the Savoy.

Should the proposals we receive be agreeable to the Board, work will be scheduled as soon as possible to complete the assessment process resulting in a report generated for the Association. Upon receiving the report the Board will determine next steps, if any, and report back to the membership.

### Aqua Mizer:

The Aqua Mizer Corporation is a Sarasota-based company that has developed and patented a toilet tank mechanism and promoted an upgrade program that dramatically reduces water waste in most cases by an average of 20%.

Aqua Mizer has developed patented toilet tank fill valves designed to prevent the tank from refilling in the presence of a leak and to turn off the fill valve if a catastrophic flood occurs. The product line also includes specially designed 2" adjustable flappers, and 3" rigid flappers with replaceable gaskets.

This proven Green program includes:

- Initial Assessment to Estimate Potential Savings and ROI
- Installation Services (Platinum) or Installation Supervision (Silver)
  - Toilet Tank Upgrade for Catastrophic Flood Protection
  - Toilet Tank Upgrade for Leaky Toilet Prevention
  - Maintenance Staff Training
  - Extensive Product Warranty
  - Water Usage Monitoring for Savings Assessment

For more information visit the Aqua Mizer website.  
<http://www.aquamizerinc.com>

Recommendation: I would like to recommend that the Board direct the President of the Savoy to arrange, at a time after October 15, a "Savoy Information Session" by inviting representatives from Aqua Mizer to make a presentation about this system to the Savoy Membership.

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Treasurer's Report.

We have only received financial statements covering the final 2015 year and the first two months of 2016. This delay is the result of an extended time to complete the 2015 audit coupled with Jeff's business schedule. I hope to have the statements through April by the end of June, with the May statements shortly thereafter.

**FINAL 2015 RESULTS**

For last year, operating revenue exceeded expenses by \$44k.

Revenue was favorable to budget by \$4k on higher guest suite income.

Admin expense was over budget by \$1k on salary and wage expense over by \$10k (see comments on Housekeeping below) offset by favorable legal fees, professional fees and social committee expense.

Overall building and grounds expense was \$36.5k favorable to budget. The largest favorable was \$19.5 in housekeeping with numerous other favorable spends, none of them in excess of \$3k individually. The only category which was unfavorable to budget was generator fuel which ran over by \$278.5.

Insurance was favorable by \$3k or about 4% and utilities favorable by \$1.6k with favorable spending on gas and water offsetting a \$2.6k overage in electric.

Member's equity ended at \$739k. The cash balance in the reserve accounts ended at \$579k versus a planned balance (in our three year old plan) of \$596k.

**2016 RESULTS THROUGH FEBRUARY**

Operating revenue has exceeded expense by \$14.3k to date.

Revenue is favorable by \$1k on guest suite income.

Most of the balance is in Salaries and Wages or in Repairs and Replacements. Many of the categories seem to be missing charges so it is probable that much of the effect to date is due to calendarization of expenses and/or lack of accruals for known expenses not yet paid. Hopefully this will all be settled down within the next few weeks.

To date, utilities are running basically on budget and insurance is about 5% favorable, consistent with last year.

Closing equity (as of end February) was \$772k

**The Savoy on Palm Condominium Association, Inc.**  
**Building Manager's Report**  
**6/9/2016**

- **Front Sidewalk Improvements (Update) –**

- We have encountered a problem with the building department over the issuance of a permit to perform the sidewalk improvements. If we want to remove the concrete approaches and change them out to pavers as was the original decision, the city will require that a 6" concrete slab be poured under the area of the driveway approach. This will require an additional 6" of ground to be excavated on each side, and the expense of the concrete work which will increase the cost of the project by \$3,400 to a grand total of \$16,296.
- Another option is to leave the concrete approach as is and install pavers on the sidewalk only. This would reduce the cost of the project by \$8,000. The total for this option will be \$8,299
- Either option that is chosen will require a written agreement be submitted from the Association to the city agreeing that all maintenance to the brick pavers will be the responsibility of the Association, and if the need arises for the city to lift the pavers for maintenance or repairs to city utilities under the sidewalk, the repair of the paver sidewalk will be the responsibility of the Association.

- **Kitchen Drain Line Cleaning (Update) –**

- The 01 stack and the 03 stack have been completed. The 02 stack will be scheduled in the near future. The cost to have the first two stacks completed was \$6,109. This is more than was originally anticipated, but should still come in under the approved \$10,000 to complete the job.

- **Annual Elevator Testing –**

- The annual testing and inspection of the elevators is schedule to take place on 6/28 and 6/29. This year we are required to do a full load test on all 4 elevators. They will test one elevator at a time, but when they are testing on your side of the building you may experience longer wait times for the elevator during the testing. Reminder notices will be sent and posted in the elevators.

- **Party Room Ice Maker –**

- We have been having problems with the ice maker; a new water supply valve is on order from Sub Zero. Once it is received it will be installed by Invicta Repair Services. David assures me this will resolve the problems.

Civic Activity Report PSF 6/9/16

As President Emeritus and Board Member of the Downtown Sarasota Condominium Association (DSCA), of which the Savoy is a member, I appeared before the Downtown Improvement District Board of Directors Meeting and the City Commission meeting to make a statement in support of a "pilot program" being advanced by Judge Erica Quartermaine, Sarasota County Judge 12<sup>th</sup> District of Florida. Judge Quartermaine has applied for a grant of \$400,000 with matching funds from the County, City and private foundations to establish a Comprehensive Treatment Court." This initiative will allow her to present the option of mental health services (as opposed to jail sentence), for individuals who are homeless or at risk of becoming homeless who come before her for violating a law.

The Downtown Improvement District will begin installing 135 hanging baskets of flowers along Main Street. The baskets are established as complying with certain extreme weather conditions and the DID has a 3 year contract with a private firm for their maintenance.

The City Commission has elected Commissioner Willie Shaw for a 3<sup>rd</sup> term as Mayor, and Commissioner Shelli Friedlander-Eddy as Vice Mayor. This is historic in its own right as this is the first time in the history of Sarasota that persons of minority heritage as Mayor and Vice Mayor are representing the City.