

SAVOY ON PALM CONDOMINIUM ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES

May 9, 2011

Call to Order: The Savoy on Palm Board of Directors Meeting was held on May 9, 2011 on the Third Floor of the Savoy on Palm Condominium at 401 South Palm Avenue, Sarasota, Florida 34236. The meeting was called to order by Lynne Gross at 4:05 p.m.

Determination of a Quorum: Board members present were Lynne Gross, Nancy Lindeman, Mort Siegel (by phone), Bill Roe and Wayne Ruben. It was confirmed that proper notice of the meeting had been conveyed.

Approval of Minutes

1. **MOTION** – To approve the minutes of the March 17, 2011 Board Meeting; made and seconded. Motion passed unanimously.

President's Report: Mrs. Gross presented her report. See Attached

Treasurer's Report: Mr. Roe reported that members' equity continues to grow and is currently at \$470,778 and that operationally the Association is performing better than budget. Report on file in the Concierge office.

2. **MOTION** – To approve the Treasurer's Report was made and seconded. Motion passed.

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

Facility Committee Report: Dina LaReau presented the attached Facility Committee Report. A recommendation was made to the Board to install remote control shades above the lobby entrance doors, costing \$4,400 was made to the Board.

3. **MOTION** – To approve the purchase of remote control shades costing \$4,400 was made but not seconded. Motion did not pass.

Dina will coordinate with the Facility Committee and Wayne Lawrence (fitness trainer) on recommendations for adding, upgrading and possibly replacing some of the existing equipment in the Fitness Center. A proposal will be developed to include a budget request that will be forwarded to the Finance Committee for consideration in the 2012 budget. Mort Siegel requested the Committee research a Lifecycle 9500 Vertical bike.

Additionally, a recommendation was made to install an extension off of the 3rd floor meeting room phone land line into the guest suite and wi-fi via Comcast on the 3rd floor. No motion required. Bill Veal is to complete these tasks.

A sub-committee consisting of: Peter Fanning, Marvin Kaulkin, Bill Veal and Lynne Gross will explore alternatives and cost to research a building-wide cable company for TV and Internet_- consider Comcast, Verizon and others like Daystar. This committee is asked to make a recommendation to the Membership by the Annual Meeting scheduled on November 17, 2011.

It was brought to the Board's attention that the Committee had learned that not all doors within The Savoy can be opened with the Grand Master Key. Based on this finding and subsequent discussion a recommendation was made to the Board.

4. **MOTION** – To re-key all non-compliant ancillary doors with the master and the unit's entry door at a total cost of no greater than \$2500. **Discussion:** Bill Veal to define the scope of work by checking the ancillary doors in all units, identify which units will require re-keying and the total number of doors involved and get a quote for the work. Additionally, Bill Veal will schedule the re-keying the doors to take place only when the unit owner is present in order to assure all keys in the owners' possession work properly. Motion was seconded and passed unanimously.

A recommendation was made to the Board to allow the washing of cars on The Savoy grounds. No motion required – issue is part of a turnover request and previously agreed upon. Bill Veal is to research bringing a water line along the north side of the building to accommodate car washing in the handicap parking area on the north side of the property. Once installed, the Rules will be changed to allow car washing in the so defined handicap space. If the handicap space is needed the owner and/or concierge will make arrangements to accommodate the parking in the building or on the circle.

A recommendation was made to authorize Bill Veal to move 2 chairs and ottomans from the roof terrace to the southwest corner of the pool to determine the amount of usage

5. **MOTION** - To purchase a large sturdy folding umbrella on wheels to shade the chaise lounges located on the east end of the pool. Motion, seconded and passed unanimously.

6. **MOTION** - To authorize Bill Veal to secure bids and select a vendor for the repair and re-surfacing of the second floor garage floor membrane work at an estimated cost of \$16,000. He is further authorized to supervise the completion of the second floor garage refinishing/re coating. Motion seconded. Discussion: Work consists of repairing areas in which the seal has been broken, primer coating and two coats of a darker gray sealant comprised of finer grit than the one currently used and allowed to cure for 2 -3 weeks. There was a determination that this would fall under the broader maintenance reserve account. Motion passed unanimously. (See detailed report attached)

Finance Committee Report:

A recommendation was made to simplify banking and investments for checking, money market and reserve accounts.

7. **MOTION** - To move the available funds to Gateway Bank and Gateway will preserve the FDIC security by setting up various accounts, none of which would exceed \$250,000. Gateway is willing to take all interest bearing and non-interest bearing accounts for a combined total on which to calculate 1.2% monthly, tied to the 24 month CD and 10 basis points, adjusting the interest bearing accounts upward accordingly. Motion, seconded and approved unanimously.

An update was given regarding the process for bidding insurances. It was reported that once a broker shops carriers for an Association, no other broker is open to bidding with the same carriers. Therefore, the determination was made to recommend staying with Brown & Brown, the Association's current insurance company.

8. **MOTION** - To authorize the payment of insurance premiums in June or July so long as they come in within the budgeted amounts, avoiding any lapse in coverage under any circumstances. Motion was seconded and approved unanimously.

A recommendation was made to the Board after employee performance reviews, for staff to receive salary increases effective May 1, 2011. This recommendation is part of the original minutes in the Building Manager's office. 9. **MOTION** - To approve the recommended salary increases for staff. Motion seconded and carried unanimously.

Civic Activity Reports:

Mrs. Gross reported on the South Palm Overlay District (SPOD) and the progress being made to redraw the district lines and to come to agreement with The Savoy's residential neighbors on common concerns. The Savoy will continue to oppose the development of restaurants, bars, nightclubs and other entertainment establishments along South Palm Avenue. Additionally, The Savoy will support residential development without setback requirements.

Mr. Fanning presented report below on the DSA and the DSCA activities followed by Mrs. Coots Siegel's update on the schedule for the 'roundabout' at Palm Avenue and Ringling Boulevard. The work on the roundabout is slated to go out for bid in mid July. Work must commence in a timely manner or monies earmarked for this activity could be at risk. In the event, the grant monies were to no longer be available, it would be up to The Savoy residents as well as any other Palm Avenue residents to take actions deemed necessary to complete the proposed work.

Old Business: None.

New Business: Mrs. Nancy Lindeman made a recommendation to the Board for consideration to be given to eliminating the current rule prohibiting Realtors from conducting 'open houses' at The Savoy. (See proposal below).

10. **MOTION** - To amend the rule to allow Realtor open houses at The Savoy. Motion seconded, with 2 votes in favor and 3 opposed, the motion failed to pass.

Owners' Comments:

Adjournment: There being no further business, the meeting was adjourned at 6:10 PM.

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

PLEASE TAKE NOTICE, in accordance with the bylaws of the Association and Florida's Condominium Act, the Savoy on Palm Condominium Association, Inc., a corporation not for profit under the laws of the State of Florida, will hold a Board of Directors Meeting to conduct business of the Association Monday, May 9, 2011 at 4:00 PM. on the Third Floor at 401 South Palm Avenue, Sarasota, Florida 34236.

AGENDA

Call to Order

Determination of a Quorum

Confirm Proper Proof of Notice

Approval of Minutes from March 17, 2011 Board Meeting

President's Report - Lynne Gross

Treasurer's Report - Bill Roe

Committee Reports

- o Building Manager's Report - Bill Veal
- o Facility Committee Report - Dina LaReau
- o Finance Committee Report - Bill Roe
 - 1. Banking & Investments - Bill Roe
 - 2. Results from Insurance Bids - Marvin Gross

Civic Activity Reports

- o Sarasota Zoning Issues - Lynne Gross and Jerry Elden
- o DSCA and DSA - Peter Fanning
- o Palm & Ringling Round-about Update - Coots Siegel

Old Business

New Business

Adjournment

Respectfully submitted,

Lynne Gross

Savoy on Palm Condominium Association

Date Posted: May 2, 2011

The Savoy on Palm Condominium Association

May 9, 2011
President's Report

The Savoy on Palm has been self managed for over a year now. With the exception of having to change banks and investment arrangements, I am happy to say that things have run smoothly.

Since the last Board Meeting on March 17, Bill Veal and I have completed and delivered performance reviews. Bill conducted Jim's, Joseph's and Aris' reviews and I did Bill's. All of our associates are pleased to be working here at the Savoy and we are happy to say we are not expecting any turnover of staff in the near future. Bill Roe will cover our recommendation for modest salary increases between 2.4 and 5% in the Treasurer's Report.

I have spent most of my time working of the South Palm Overlay District and the issues presented by our neighbors. Jerry Elden and I will provide you with more information in a later report.

I would like to introduce our new neighbors in Unit 703, Arthur and Joan Schwartz. (Please stand.) Welcome. You will have the opportunity to talk with the Schwartz' at the reception being held in our Unit, 701 immediately following the Board Meeting.

This is the final Board Meeting until the fall. Our next Board Meeting is scheduled for Thursday October 20, 2011 at 4:00 PM.

The Annual Meeting will be held on November 17, 2011 and it will begin at approximately 4:00 PM immediately following the Board Meeting which is scheduled to begin at 3:00 PM the same day.

Respectfully submitted,

Lynne Gross
President
The Savoy on Palm

The Savoy on Palm Condominium Association, Inc.

Building Manager's Report

5/9/2011

- **Elevators – (update)**
 - There have been no elevator issues since January 2011.
 - The elevators passed the required 5 year full load test and the annual inspection. We will be receiving our new operating certificates from the State of Florida soon.

- **Brick Pavers – (update)**
 - The worst of the pavers at the north entrance have been replaced. We did not have enough of the large bricks to replace them all. I am checking on prices and availability to order more so that we have them on hand for future repairs and possibly a few more replacements in the NW area of the driveway. We still have plenty of the smaller square bricks. There were also several areas in the pool area that were leveled and reset.

- **Fire Extinguishers –**
 - The 6 year inspection of the common area fire extinguishers has been completed. All of the fire extinguishers were recharged during the inspection.

Respectfully Submitted,

Bill Veal

*Facility Committee Savoy Board Report**May 9, 2011*

Members: Dina LaReau, Chair, Kim Blackmore, Bea Elden, Landscape Chair, Peter Fanning, Toby Kaulkin. Staff Member: Bill Veal

Old Business:

*Bill Veal will notify owners of the schedule of the refinishing of the table tops in the Events Room and the cleaning of the carpets in the common areas of the Third Floor. The Events Room will not be available for reservation during the time the tables are removed for refinishing.

*The replacement of the brick pavers in the NW part of the drive has begun. All the spaces requiring smaller pavers have been replaced with surplus pavers we had on hand. Bill is in the process of getting quotes for the needed larger pavers for which there is no surplus.

*Lynne Gross has signed a contract with the new landscaping company, Landscape In Paradise. The company began maintenance and planting on May 6th and will come to the property 50 weeks per year. The cost of the contract remains as it was with SunCoast Landscape. Bea Elden has begun working with the new vendor and the 6 pots at the Lobby Entry have been replanted and the area around the Fountain will be replanted the week of May 9th.

*Bea Elden and Dina LaReau have received bids from two vendors for installing window coverings in the two top tier row of windows at the Lobby Entrance. Bids were received from The Country Store and Custom Window Treatments. As the Scope of Work is identical and as both vendors have provided owners who have given each high marks, the Committee voted to recommend the lower bid from Custom Window Treatments.

THE COMMITTEE RECOMMENDS THAT THE BOARD APPROVE \$4,400 FOR WINDOW COVERINGS ABOVE THE LOBBY ENTRANCE DOOR.

*Dina will coordinate with the Facility Committee and Wayne Lawrence during the summer months on recommendations for adding, upgrading and possibly replacing some of the existing equipment in the Fitness Center. A proposal will be developed to include a budget request that will be forwarded to the Finance Committee for consideration in the 2012 budget.

New Business:*The Committee has received several requests to investigate installing Wi-Fi, if not building wide, at least throughout the Third Floor, including the Guest Suite. Also, the Committee said the installation of a landline phone in the Guest Suite for safety purposes should be considered.

THE COMMITTEE RECOMMENDS THAT THE BOARD APPOINT A COMMITTEE TO WORK WITH BILL VEAL IN ASSESSING THE VARIOUS OPTIONS AVAILABLE FOR WI-FI, AS WELL AS OTHER COMMUNICATION SERVICES SUCH AS DAY STAR, VERIZON, ETC.

*Based on comments from owners,

THE COMMITTEE RECOMMENDS THAT:

***BILL CLEAN THE POOL LIGHT COVERS PERIODICALLY AS PART OF HIS REGULAR MAINTENANCE.**

***BILL POWER WASHES THE SECOND FLOOR GARAGE QUARTERLY AND ADDITIONALLY IF NEEDED. IT ALSO RECOMMENDS THAT THE BOARD AUTHORIZE BILL, AT HIS OPTION, TO HIRE A TEMPORARY WORKER TO ASSIST HIM WITH THIS TASK SO AS NOT TO TIE UP A MAJOR PORTION OF HIS DAY.**

***BILL WORK WITH HIS STAFF TO ASSURE THAT THE FITNESS CENTER RECEIVES A LEAST WEEKLY CLEANING OF ALL THE EQUIPMENT AND URNISHINGS, INCLUDING THE CABINETS, COUNTER SURFACES, MIRRORS, WINDOWS, ETC.**

***BILL WORK WITH HIS STAFF TO ASSURE THAT THE THERMOSTATS IN THE COMMON AREAS ARE SET AT THEIR PROPER TEMPERATURES BEFORE THE STAFF LEAVES FOR THE DAY.**

*The Committee has learned that not all doors in the Savoy can be opened with the Grand Master Key. At Turnover, it was expressly agreed that all doors in the building should be re-keyed so that the Grand Master can be used to open them.

***THE COMMITTEE RECOMMENDS THAT FOR SAFETY REASONS, THE BOARD AUTHORIZE BILL VEAL TO HAVE ALL DOORS THAT PRESENTLY ARE NOT ON THE GRAND MASTER BE RE-KEYED SO THAT THEY ARE.**

The Committee discussed the feasibility of establishing a car washing area on the grounds of the Savoy. Because owners are finding a need, especially at this time of year, to rinse off pollen and bugs from their cars, and because, according to the Rules of the Savoy: **CAR WASHING ON PROPERTY:** There is no car washing area, commercial or otherwise, provided for at the Savoy.” Since owners have been rinsing and/or washing their cars in the street and in the circular drive, the Committee feels the Association needs a guideline for this activity.

THE COMMITTEE RECOMMENDS THAT THE BOARD EXPLORE THE POSSIBILITY OF DESIGNATING AN AREA, SUCH AS THE HANDICAP SPOT ON THE NORTH SIDE OF THE DRIVE, FOR SHORT TERM USE. SUCH A SPOT WOULD HAVE TO BE RESERVED WITH THE CONCIERGE TO ACCOMMODATE HANDICAP PARKING NEEDS, SCHEDULED MOVE-INS, ETC.

The Facilities Committee has been requested to review purchase request for the following items for the Pool Area:

*An Outdoor Clock. **THE COMMITTEE RECOMMENDS THE BOARD AUTHORIZE THIS PURCHASE NOT TO EXCEDE \$100.00**

*Two chaise lounges for placement under the shaded overhang in the NW area of the Pool.

THE COMMITTEE RECOMMENDS THAT WE PILOT USING TWO CHAIRS AND FOOT STOOLS FROM EITHER THE GUEST SUITE OR THE ROOF DECK UNDER THE OVERHANG. IF THAT ARRANGEMENT MEETS THE NEED, THEN TWO CHAISE LOUNGES WOULD BE PURCHASED AND THE BORROWED FURNITURE RETURNED. ALSO, THE COMMITTEE RECOMMENDS PLACING THE TABLE CURRENTLY UNDER THE OVERHANG TO THE SW AREA OF THE POOL PATIO AS IT PROVIDES A SHADED AREA. IF THE EXISTING SHADE DOES NOT PROVE ADEQUATE, THE COMMITTEE RECOMMENDS THAT AN UMBRELLA BE PURCHASED FOR THE TABLE (AN UMBRELLA HOLE IS IN THE GLASS TOP OF THE TABLE).

*A large, folding umbrella on wheels to be placed among the 4 chaise lounges near the spa pool.

THE COMMITTEE RECOMMENDS AGAINST THIS PURCHASE.

After considerable discussion, the Committee and Building Manager agreed that there are compelling reasons not to make this purchase. One, there is no room for such an item in the area between the spa pool and chaise lounges, Two, responsibility for removing an item of that size during turbulent weather when there is no staff present would create safety and maintenance problems.

Respectfully submitted,

Dina LaReau, Facility Committee Chair

Second Floor Garage Coating Report & Recommendation to Facilities Committee

-
- The main complaints that I have heard about the garage floor is that the appearance is not as good as the first floor.
- We can't compare the two floors to each other as they have completely different products applied, for different reasons (like comparing apples to oranges).
 - o 2nd floor has a waterproof membrane to protect the above grade slab.
 - o 1st floor is an acrylic stain that does nothing to protect against moisture and is purely for aesthetics.
- Could the 2nd floor look better than it did originally? Yes, we just need to be sure that the installer is very qualified with the product being used.
- Can the aggregate be less coarse than what is currently applied? Yes, but the aggregate that is used is what is recommended by the manufacturer to help protect the waterproof layer beneath it. Smaller aggregate is available, and is what was used on the Palm Ave. parking garage. The smaller aggregate is normally used for pedestrian walkways and will not protect the membrane as well, nor as long as the larger aggregate.

Options:

1. Work with what we have: **\$16,000**
 - a. The current coating that we have is a urethane based waterproof membrane to protect the above grade slab from moisture intrusion, which without this type of protection could shorten the life of the reinforcing metal and the post tension cables within the slab, causing huge repairs & restoration in the future.
 - b. The only way we will be able to keep a warranty on the waterproof membrane without completely removing it is to stay with the same manufacturer (Tremco). Tremco will contribute about \$800 worth of materials to cover the areas that are in current need of repair. Tremco will honor and continue the current warranty that we have for another 5 years. Tremco has also written a new specification to include removing all areas that are not adhering properly down to the concrete and start over from scratch.
 - c. This will be the most inexpensive route to take, we just need to be sure that if this route is chosen, then the company that applies the product does a much better job than the original company.
 - d. PROS –
 - i. Much less expensive than removing existing coating
 - ii. Job completed in far less time
 - iii. Much less mess during project
 - iv. No unforeseen costs from grinding down to bare concrete and needing to prep surface.
 - v. The waterproofing has not failed, even though the topcoat of material is peeling, and worn down in a lot of areas, the slab is still being protected.
 - e. CONS –
 - i. Will need to be re-coated (this will be the same with all urethane based products)
 - ii. May continue to peel in areas where tires turn and car not rolling.

**Second Floor Garage Coating
Report & Recommendation to Facilities Committee**

2. Remove current coating and replace with product from another manufacturer: **\$40,000**
 - a. This would be the only option available, if we desire to keep a warranty on the waterproofing and have another manufacturer's product installed.

My recommendation is to go with option #1 with the darker grey and make sure that we plan ahead for future re-coats. I feel that the main reason for the rapid deterioration and unsightly areas of the top coat of the existing coating should be blamed on poor workmanship and lack of supervision during the application process.

Respectfully Submitted,

Bill Veal

Report to the Savoy on Palm Board of Directors 5/9/11 Re: DSC A & PSA Activities

- Peter has been advocating for more police presence downtown, supporting the implementation of new safety ordinances, enforcing existing ordinances and establishing programs of assistance for people who are unable or unwilling to comply with simple rules of social order.
- Parks Advisory Board's recommendation for a NO SMOKING POLICY in all city parks. DSCA also encouraged the City Commission to accept this policy as well as expand it to include all adjacent sidewalks to the parks.
- Also, in the works, based on a petition signed by many of our residents and supported by the DSA as well, is a proposed ordinance to establish procedures and written policies for groups who want to provide food for the homeless in the downtown area. The new ordinance would require that any such group would need to get a permit if they expect to have more than 12 people participate in the feeding activity, and that each group would be limited to three permits per year.
- Finally, the DSCA is working with its member condominium associations in the Selby Five Points Park area to make sure that benches are available in the park and throughout other areas of the City for visitors and residents to use. The City, at the request of some of the DSCA member associations, has been removing benches in an effort to reduce the impact of persons who practically camp out on the benches to the exclusion of residents and visitors. The position of the DSCA that has been accepted by other groups is that the benches are an amenity that are available to all persons and that residents through the responsible use of their tax dollars want to have such amenities available. However, because the present situation has become intolerable and is creating a security issue for downtown residents, the DSCA has agreed to promote the removal of the three remaining benches at Selby Five Points Park for a period of three months. During the three months, the DSCA will work with other groups to establish enforceable policies that promote the use of benches and other amenities in a socially responsible manner. At the conclusion of the three-month period, the DSCA will work with downtown associations and representative to put the benches back in place.
- Bay front Mooring Field will be established. Geotechnical Analysis of the bottom of the bay where the moorings are to be place is continuing as of this posting. Once this has been completed, Requests for Proposals for anchor design and installation will be advertised and a review of proposals completed by the end of June to mid July. The City Commission will then be presented with contracts for approval and installation will begin. Hopefully, but again, remember we are working on government time, completion of the Mooring Field is scheduled for the end of August.
- Support the initiative and implementation by the City to get paid parking up and running smoothly, but continue to have discussions with the City officials directed at improving the overall situation in the future by adding paid parking

provisions in those areas of the City such as St Armands Circle, Southside and

Hillview that now have a meaningful advantage over our Downtown merchants and residents. Additionally, continue to work with City officials and staff to assure that a portion of the parking revenues are controlled exclusively by the downtown merchants and residents to improve the upkeep of City Sidewalks and green space in those areas where provisions are made for paid parking.

The following e-mail from Whitney Coyne, Assistant City Attorney, has been shared with the DSA Residents Committee by the DSCA:

- "Mr. Fanning, I wanted to let you know that I have received the approval of the County Court Judges to proceed with the program. I will let you know once we are 'up and running.'"
- DSA has been promoting and has convinced Caragiulos and Owens Fish Camp Restaurants to install permanent hearing loops in several tables of each restaurant. If you wear hearing aids, you can request the portable wireless system for your table. The table top sound system sends clear, understandable voices from a microphone directly into a hearing aid. These restaurants and Sarasota are among the first in the nation to provide this necessary service for people who use aided hearing.
- SemCon 2010 Final Report will be presented to the public on May 19 at 6:00 P.M. in the Church of the Redeemer. Report is available at www.semcon2010.com
- If you are at all interested the first meetings of the newly formed Police Advisory and Complaints Committee. The Independent Police Advisory Panel will meet at the City Hall Chambers on May 20 at 2:30 P.M; and the Police Complaints Committee will meet in the Federal Building, 111 Orange Ave. on May 17 at 3:00 P.M.

That's all for now. Don't forget to check out the DSA website at www.dsasarasota.com and the DSCA website at www.downtownsarasotacondominiumassoc.com throughout the summer for continuous updates of what is going on in Sarasota.

REALTOR OPEN HOUSE RULE AT THE SAVOY

I move that we eliminate the Rule prohibiting Realtor open houses for units for sale at The Savoy on Palm (page 7 of the Rules and Regulations).

When the Rules Committee established this rule, the housing market was in reasonable shape. It has become more and more difficult for sellers to sell their properties at reasonable prices. When we restrict the exposure to potential buyers of a unit for sale, we have made the sellers susceptible to a longer time for selling and the increased possibility of a lower selling price.

Statistics tell us that the more buyers who view a property for sale, the higher the price and the shorter time to closing.

The new rule, which will allow Realtor open houses, will have several caveats.

Open houses may only occur on Sundays

The time for open houses will be limited to 1-4pm

Open houses must be scheduled with the concierge no later than 5 pm on the Friday prior to the event

The Concierge will post notices of the open house in the elevators

There must be at least 2 Realtors on site—one in the lobby and the other to accompany buyers

Buyers must leave a driver's license with the Realtor in the lobby

No one is permitted access to the rest of the building and pool area without being accompanied by the Listing Agent.

Nancy Lindeman, Vice-President, The Savoy On Palm

FYI—The Tessera and the Sarabande both allow open houses

The Ritz Carlton has a real estate office adjacent to the lobby open 7 days a week

From: Lynne Gross [mailto:grossly@comcast.net]

Sent: Tuesday, May 10, 2011 10:03 PM

To: Nancy; Mort ; Wayne ; Bill

Cc: Bill Veal ; Dina ; 'Schuyler Counihan'; Allen ; Anne & Walter c/o Louise; Arthur ; Beathe; Betsy ; Bob ; Bruce ; 'Candice ' ; Carol ; Cliff; Coots ; Dick; Fred ; Gary ; Isa & Cliff; Jane; Jerry ; Joan ; Joey & Toby ; John ; John & Elaine ; Kim ; Leon; Leslie ; Lynda ; Lynne ; M. A. ; Marge M; Margie ; Marilyn ; Marv-elous ; Marvin ; Mary ; Mike ; Peter ; Ronna ; Savoy Concierge; Toby ; Wayne

Subject: Motions and Directions from BOD Meeting 5/09/2011

Hi,

Since yesterday's BOD meeting was packed with decisions and direction, I thought it best to outline these items:

2. Blinded by the Sun and Increased Heat in Lobby – Recommendation to install remote control shades costing \$4,400.
 - a. Motion Made not Seconded
 - b. Recommendation will not go forward
3. Fitness Room Equipment - Dina will coordinate with the Facility Committee and Wayne Lawrence (fitness trainer) on recommendations for adding, upgrading and possibly replacing some of the existing equipment in the Fitness Center. A proposal will be developed to include a budget request that will be forwarded to the Finance Committee for consideration in the 2012 budget. Mort Siegel requested the Committee research a Lifecycle 9500 Vertical bike.
 - a. No action taken
 - b. Recommendation will be made at October's or November's BOD meeting
2. Communication Improvement Needed on 3rd Floor Guest, Library and Meeting room Areas – Recommendation to install an extension land line in the guest suite and wi-fi via Verizon, Comcast or whatever carrier makes sense on the 3rd floor.
 - a. No motion required
 - b. Bill Veal to complete these tasks
3. Research and Recommend a Building Wide Cable Company for TV and Internet - consider Comcast, Verizon and others like Daystar
 - a. Committee assigned: Peter Fanning, Marvin Kaulkin, Bill Veal and Lynne Gross will explore alternatives and cost
 - b. Recommendation to the Membership by the Annual Meeting scheduled on November 17th
4. Increase Maintenance and Cleaning of 2nd Floor Garage and Fitness Room – Recommendation to power wash the 2nd floor garage quarterly and clean the fitness room weekly
 - a. No motion required
 - b. Lynne Gross will discuss this with Bill Veal and report resolution considering the work load of current staff and condition of these areas
5. Master Key Does Not Work on all Ancillary Doors in Units – Recommendation to correct this inadequacy for ease on entry in an emergency, i.e. a safety issue
 - a. Motion Made and seconded to Re-key all non-compliant ancillary doors with the master and the unit's entry door at a total cost of no greater than \$2500. Motion passed 5 - 0

- b. Bill Veal to define the scope of work by checking the ancillary doors in all units, identify which units will require re-keying and the total number of doors involved and get a quote for the work
 - c. Bill Veal will schedule the re-keying the doors to take place only when the unit owner is present in order to assure all keys in the owners' possession work properly
6. Desire to Wash Cars on Premises – Recommendation to create an area wash cars; either by owner and/or vendor
 - a. No motion required – issue is part of a turnover request and previously agreed upon
 - b. Bill Veal to research bringing a water line along the north side of the building to accommodate car washing in the handicap parking area on the north side of the property
 - c. The hose is to be placed behind the wall near the doggy doo-doo station
 - d. Once installed, the Rules will be changed to allow car washing in the so defined handicap space. If the handicap space is needed the owner and/or concierge will make arrangement to accommodate the parking in the building or on the circle.
 - e. Consideration needs to be given to moving, deliveries, and other activity in which the handicap area is used and not be available for car washing.
7. Extra Seating and Shaded Areas Needed by the Pool – Recommendation to meet these needs.
 - a. No motion required
 - b. Bill Veal to move 2 chairs and ottomans from the roof terrace to the southwest corner of the pool
 - c. Bill Veal authorized to purchase a large sturdy folding umbrella on wheels to shade the chaise lounges located on the east end of the pool. Frontgate offered as a suggestion for this purchase
8. Second Floor Garage Floor Requires Recoating – Recommendation to secure bids and select a vendor for the work at an estimated cost of \$16,000
 - a. Work consists of repairing areas in which the seal has been broken, primer coating and two coats of a dark gray sealant comprised of finer grit than the one currently used and allowed to cure for 2 -3 weeks.
 - b. Motion made and seconded to complete the work this summer under Bill Veal supervision at the cost of \$16,000 to be funded from the reserve account. Motion approved 5 – 0
9. Need to Simplify Banking and Investments for Checking Accounts, Money Markets, and Reserve Accounts – Recommendation to move these funds to Gateway Bank and Gateway will preserve the FDIC security by moving the money to various accounts not exceeding \$250,000 per account. The maximum interest rate of 1.2% will be made.
 - a. Some questions asked about legality and answered satisfactorily.
 - b. Motion made and seconded. Motion passed 5 – 0
10. Salary and Hourly Staff Increases – Recommended increasing Bill Veal's salary and the hourly rates of staff, as attached.
 - a. Bill Roe provided justification for the increases
 - b. Motion made and seconded. Motion passed 5 – 0
11. Insurance Bids Unsuccessful – due to the brokers using the same insurance companies and blocking bids.
 - a. Will look at the private carrier for the Wind insurance other than Citizen's
 - b. Motion made and seconded to stay with Brown and Brown and renew the policies as defined in the budget. Motion approved 5 – 0
12. Desire to Have Open Houses for Perspective Buyers on Sundays - due to the real estate market difficulties it may be of interest to change the rules and permit open houses with escort and other regulations
 - a. Discussion from Board and owners was primarily not in favor of Open Houses
 - b. Motion made and seconded. Motion denied 2 – 3

Please let me know if I missed anything critical. Thanks.

Lynne