**Crystal Tower Condominium Association, Inc.**

**Board of Directors Meeting**

**June 18, 2016**

Bob Guyton called the meeting to order at 8:30 am.

Present were board members Bob Guyton, Shelby Kirk, and Kevin Logsdon. Board members Lance Monk and Kris Bishop were available via phone. Representing Young’s Suncoast were David Bodenhamer and Joe Rynes.

Kevin Logsdon made a motion to approve the minutes from March 12, 2016, seconded by Kris Bishop. The March 12 minutes were approved.

Financials were discussed. David Bodenhamer ran a new balance sheet for the meeting reflecting the recent settlement from the BP oil spill. The auditor recommended depositing the money directly into the reserve account.

The budget for 2016-2017 was discussed. Work will begin creating a new budget once 11 months of comparable financials are available. The summer months are important to use for comparison due to the higher expenses. Once the new budget has been created it will be sent to the board and owners prior to the annual meeting.

Pool doors were discussed. It was decided to modify the door leading from the lobby to the North outdoor pool to ensure the safety of guests and owners.

Storm agreements were discussed. David Bodenhamer has been working closely with C Sharpe to draw up an agreement of prioritization in the event of a major named storm or hurricane. Complete DKI will be used as the association’s contractor of priority for remediation and water removal in the event of a named storm or hurricane.

Contractor’s Policies were discussed. Currently there are no policies in place restricting when contractors can work in units, however, the condo documents reference nuisances and contractors performing loud work in units can be considered a nuisance. The new policy will lay out rules for when work is performed in units and will also insure that any damage caused to the building by contractors will be charged back to the unit owners. The policy will be posted to the association webpage, emailed to owners, and passed out during the 2016 annual meeting.

Insurance was discussed. A new policy has been awarded to Commercial & Marine, LLC out of Mobile, Alabama. The coverage is comparable to what the association has been getting from Marengo, but the new policy is around $34000 cheaper and also includes a 1% wind storm/hurricane deductible. The Association flood policy is not up for renewal until August and will remain with Marengo.

Elevators were discussed. In May the association had an independent inspector, Bob Dieter, come to the property to look at the elevators. His analysis indicated that due to years of exposure to high levels of humidity, rain, salt air, and heat, the elevators have experienced significant damage. Bob Dieter has recommended a phased approach to replacing some of the major components starting with the doors. The board is going to obtain concrete bids while working with both ThyssenKrupp and Bob Dieter for replacing everything door related in the elevators using components that could eventually be utilized in a full modification.

The association is responsible for controlling the humidity in the elevator control room as best as possible. Management will obtain quotes to install a hvac system specific to the needs of the elevator equipment.

The board would like for management to obtain quotes to re paint the skywalk and both stairwells as well as the cost to re coat the breezeway in front of the elevators on the second floor.

The heater for the South spa needs to be replaced. Kevin Logsdon made a motion to replace the pool heater seconded by Shelby Kirk and passed.

The annual meeting date has been set for August 27 at 1 pm.

Parking passes and violations were discussed. It was noted that several units have been re using parking passes for rentals. Management will work with security to track units re using passes and contact the unit owners.

Board member terms were discussed. Bob Guyton and Shelby Kirk will both be up for reelection at the upcoming annual meeting. The board will meet in the morning prior to the meeting.

The meeting was adjourned at 10 am.