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April 25, 2017

## **BOARD OF DIRECTORS MEETING MINUTES**

The meeting was called to order at 2:00 PM at the Young's Suncoast Hwy 59 Office.

### **PRESENT:**

*President* Kris Bishop [#601, #1005] *via telephone*  
*Vice President* Karen Dilldine [#508] *via telephone*  
*Secretary* Peg Fried [#404] *via telephone*  
*Member* Brian Johnson [#1105] *via telephone*  
*Member* Melanie Humphreyjohnson [#603] *on site*

### **ATTENDING:**

*Young's Suncoast Property Manager* Robert Gardner *on site*

**1. Motion:** To approve minutes of previous CSW Board Meeting.

Moved: KB

Second: BJ

Passed unanimously.

**2. Discussion.** *FINANCIALS:* *There were no questions regarding latest monthly financial report. Assurance that past due membership fees will be collected according to policy. Insurance is presently being negotiated by David Bodenhamer and the cost should be five or six thousand dollars less than last year.*

**3. Motion:** To purchase five side tables from "Think Outside" for the pool deck and later to purchase an additional five if needed. *(Less expensive additional tables might be purchased should any of these go missing.)*

Moved: KB

Second: MH

Passed unanimously.

**4. Motion:** To ask Cornerstone Facilities Engineering's, Daniel Smith, to amend plans to accommodate mailboxes inside the P1 enclosure. Staff will move luggage carts as they accumulate in the P1 enclosure. Elevator signage will advise return of luggage carts to ground level holding areas.

Moved: BJ

Second: KB

Passed unanimously.

**5. Motion:** To ask Cornerstone Facilities Engineering's, Daniel Smith, to amend plans for elevator enclosures to accommodate electric sliding doors on the east entries of the Ground and P1 enclosures. All other doors will be standard manual push doors and should be designed to accommodate future installation of electric sliding doors. Amended plans should be submitted to the three original low bidders: Gates, Michelson, & M.D. Thomas.

Moved: MH

Second: PF

Passed unanimously.

**6. Discussion:** *Robert will arrange a time for Kris to talk with Dan Smith regarding Motions 4 & 5. When a time is set, the rest of the Board will be invited to participate.*

**7. Motion:** To accept project proposal from All South Subcontractors, Inc. to replace the first-floor roof and make repairs to the high roof for \$12,165.30.

Moved: KB

Second: BJ

Passed unanimously.

**8. Motion:** The Board will enforce the Association policy as set forth in the CSW Declaration of Condominium document, Article VIII, Section 8.03 related to condominium entries that these be keyed to the association master key as originally built for the purpose of emergency entry. The Board also reviewed and updated the policy on November 22, 2011 requiring that only KABA Electronic Lock be used as they were the preferred electronic lockset that met the association master key requirements. By a unanimous vote of the Board, this policy is hereby amended to include other locksets by any manufacturer that can be keyed to the association master key. Letters will be sent via certified, return receipt requested, restricted delivery to non-compliant owners requiring remediation within 90 days of the notice. At such time, a fine may be imposed, to be determined by the Board, and/or the lockset will be exchanged, at owner expense, for a standard lockset keyed to the association master key. New keys and the replaced hardware will be available upon demand at the on-site office. Renters and guests will be instructed during office hours to seek entry from management until the owner has made other accommodations for their rental business.

Moved: BJ

Second: KD

Passed unanimously.

**9. Discussion:** *Robert will draft a general letter for the at large membership with reminders of Association policies regarding entry locks and unit access (for pest control, inspections, operations, and liability mitigations), water intrusion liability, tropical weather balcony responsibility, etc.*

**10. Motion:** Management is instructed to purchase aluminum four Aristocart Luggage Trucks to replace aging and irreparable bellman carts. Four more may be purchased if these are satisfactory in terms of appearance and durability.

Moved: BJ

Second: KD

Passed unanimously.

**11. Motion:** Management is instructed to begin using a darker shade of exterior building paints, remaining in the original color palette.

Moved: MH

Second: PF

Passed unanimously.

**12. Motion to Adjourn:** Motion by KB, seconded by MH, passed unanimously.