

Crystal Tower Condominium Association, Inc.
Board of Directors Meeting
July 08, 2022

Kevin Logsdon called the meeting to order at 8:30 AM.

David Bodenhamer and Property Manager, DeAnn Duhon represented Young's Suncoast. Board members Kevin Logsdon, Shelby Kirk, Kris Bishop, Nancy Gordon, and Tom Maleck joined the meeting via teleconference. Assistant Property Manager, Von Burt also joined the meeting via teleconference.

The financials were discussed. David Bodenhamer reported that as of the end of June \$757,550.00 of the total special assessment amount of \$850,000.00 had been received. The budget was discussed and the need to update certain categories to reflect the increase in cost of supplies and services and to recategorize some expenses with an example given of building maintenance being broken down into more specific line items instead of one large category. Tom Maleck suggested a report be given to the Owners at the Annual Owners' Meeting that reflects the increase in non-recurrent costs, inflation, and a labor shortage that would give Owners an idea of where the budget is headed. Kevin Logsdon discussed the need for an updated Reserve Study that would provide a road map for the budget. Tom Maleck suggested a trend that would not be confusing to the Owners so they would be more supportive. Mr. Maleck stated that projects should not be delayed because they will cost more down the road and that Owners should understand that trend. The line of credit has not yet been approved by Centennial Bank therefore David Bodenhamer has applied for a line of credit with SouthState Bank. Kevin Logsdon discussed the recommendation of the auditor in the Financial Audit Report to not have more than a \$250,000.00 balance in a bank so that the funds are FDIC insured and that the Board should be looking at other banks and account options going forward. There was discussion of closing the account at Centennial Bank if the line of credit is not approved.

Major projects were discussed. DeAnn Duhon provided an update on the performance of the security cameras. The possibility of installing additional cameras and a multi-format card reader at the Skywalk to control access to the south pool house was discussed. Security issues on property were discussed as

well as service issues with IPSC. It was decided that more research was needed into options, cost, and management of an access control system and the topic would be discussed at a later date.

There was discussion of trespassers jumping the fence at the south pool area and if a new and higher fence might be a good deterrent. The lack of communication by IPSC, the vendor that provides security services at Crystal Tower, was also discussed. Tom Maleck and Shelby Kirk both recommended the Board consider installing a higher and stronger fence. Management will contact vendors to request bids and will follow up with the Board.

The Skywalk roof was discussed. Management shared that the roof leaked after a rain event the week of June 29th. A warranty claim was opened with the manufacturer, GAF, and Kyle Willoughby with Willoughby Roofing was notified and pictures emailed to him. Kyle Willoughby's response was disappointing as he requested payment for the balance of the invoice. The Board agreed they would not remit payment until the Skywalk Roof is repaired and sound. Kevin Logsdon will follow up with Kyle Willoughby regarding repair of the Skywalk roof and a warranty service call on the main building roof.

The common area door replacement was discussed. Management provided an update that the doors had been installed. The maintenance team will begin painting the doors next week.

Management provided an update for the elevators. There is a problem with resetting and placing the elevators at the main building back into operation if the fire department places them in firefighter operation mode. The TK techs have difficulty resetting the elevators and TK is supposed to be bringing in a special technician to resolve the issue in the coming week. TK is continuing to replace the door contacts and spirators as material is available.

The Skywalk exterior decking rust remediation and insulation repair was discussed. Management has met with a Tnemec representative, but no bids have been received from any vendors yet.

Kevin Logsdon provided an update on the Sally Supplemental Insurance Claim. He advised the Board members to make themselves available for a discussion with the HOA Attorney on the 17th and 18th of July in preparation for mediation of the claim.

Management provided an update on the indoor pool repair and closure stating that parts had been ordered for the dehumidifier and motor and those should be received and installed the following week.

Management provided an update on funds collected from GRC (parking pass) sales and fines collected from violations. Management stated that \$935.97 had been collected in May and June.

Management has contacted Rayford & Associates to order door sweeps. Rayford & Associates has not been responsive and stated the HOA is on a waiting list and will be contacted once a salesperson/product is available.

Management presented information regarding the purchase and maintenance cost of a new floor cleaning machine called a Tornado that is available for purchase through PR Chemical. Management will contact PR Chemical and request more information about the machine and follow up with the Board at a later date.

Kevin Logsdon discussed the upcoming Annual Owners' Meeting and topics for the Agenda. Board candidate bio's will be included with the mail out to Owners. There was discussion about making the meeting available via the Zoom platform. Nancy Gordon stated that it is very important for Owners to attend the meeting in person as there are important items to be discussed and Owners should not be reliant upon Zoom and not attend the meeting so they may vote when needed. Kris Bishop stated that in his opinion in this day and time it should not be required of Owners to be present to vote and that changing the Bylaws to allow Owners to vote remotely should be considered. David Bodenhamer advised the Board that the only way that change could be done is if the Condominium Law allows for that revision to the condo documents and that the Board would need to consult with the HOA attorney. Kevin Logsdon shared that the ultimate goal was to have the Owners more involved in the meeting and the election/voting process. Possibly moving the date of the Annual Owners' Meeting to a different time of year was also discussed and it was decided to address a change in the date with the Owners present at the Annual Owners' Meeting if there is a Quorum. Kevin Logsdon made a motion to make the Annual Owners' Meeting available via the Zoom platform with the assistance of Peggy Harris, Owner of Condo 2001. Nancy Gordon seconded the motion, with all in favor. The motion was approved.

A water leak that occurred due to guest negligence in a condo and affected the condos below and the lobby and elevator damage that occurred due to the negligence of a guest occupying a condo were discussed. Management shared that the HOA Attorney advised that these damages are the responsibility of the Owners of these condos per the Alabama Condominium Act. An insurance claim was filed for the water leak event and Management will follow up with the claim handler to recover the claim payment amount of \$13,062.93 and the \$5,000.00 deductible amount either from Indiana University, from the University insurance, or from the Owner of the condo. The Board also advised Management to have the HOA Attorney draft a letter to the Owner of the condo advising them of the damage done to the elevator by a guest occupying their condo and the intent to recover the cost of the repair. During review of the condo docs, David Bodenhamer noticed a portion of the document regarding occupancy that needs to be revised at the Annual Owners' Meeting if there is a Quorum.

Kevin Logsdon moved to adjourn the meeting at 10:54am with all in favor.