

Condominium Association, Inc.  
Directors Meeting Minutes  
March 16, 2011  
*FINAL*

A meeting of the Board of Directors of Bel Mare Condominium Association, Inc. was held on Wednesday March 16th at 5PM in the 2nd floor clubroom located at 130 Riviera Dunes Way. William Horton, Gary Schuster and Michael Becks were present in person, constituting a quorum of the board. Neil Fleet and Joanna Torres represented Beth Callans Management.

#### **Call to order**

Mr. Fleet called the meeting to order at 5:00 PM.

#### **Proof of Proper Notice**

Proper proof of notice was posted more than 48 hours in advance

#### **Approve the minutes of the February 24, 2011 Board Meeting**

A *motion* to approve the amended minutes of the meeting of the board from 2/24/11 was made by Mr. Schuster, seconded by Mr. Horton. *The motion carried unanimously.*

#### **New Business:**

- 1. Update on Audit:** Mr. Horton reviewed the status of the 2010 Audit and reasons for the delay. It will be completed soon. Awaiting letter from attorney.
- 2. Update on Insurance:** Mr. Horton reviewed changes in insurance due to a change in the insurance appraisal classification for the Association. This led to a \$19,000 rebate for 2010. Currently waiting for comparison quotes for 2011. Estimated savings right now is about \$40,000. A discussion followed.
- 3. Update on 2011 Budget:** Mr. Horton reported that when the 2011 budget was done, the budget missed having Joanna as full time. We will still be able to balance the budget with savings in other areas.
- 4. Discussion of Lap Pool at the Fitness Center:** Mr. Horton reviewed what was discussed at the last Board Meeting. Usage of the pool over the last year was reviewed. Annual maintenance cost is at least \$7K. Fill-in cost would be about \$7K. Artificial putting green would cost about \$1600-1700. A discussion of the costs to keep the pool followed. A *motion* to put the issue to a ballot of the owners was made by Mr. Schuster, seconded by Mr. Horton. *The motion carried with Mr. Becks abstaining.*
- 5. Discussion and Action on Turnover Issues:** Mr. Horton reviewed the status to date. As a new association, a lot of problems are now being encountered. Making the right calls is very critical right now. The Board must follow the Association's documents. All Board members wasn't to make sure to do what is right for all 124 owners and make sure due diligence is followed. All condominium documents are different. As an example, shattered windows, the documents are conflicting. We received an attorney opinion letter today that they are the Association's responsibility. Other problems include: water intrusion issues, Smoke between

- h, Main Electrical Breaker. We have received the  
g and are going to be scheduling the test. Turnover  
attorneys first bill was for \$3K. A discussion followed with an owner about his  
window leaks. A *motion* was made to approve the estimated cost for the ASTM  
test for \$19.5K was made by Mr. Schuster, seconded by Mr. Becks. *The motion  
carried unanimously.*
6. **Update on Bulk TV Contract:** Mr. Horton reported the new Bright House  
contract has been signed with an overall savings for the Association.
  7. **Vote on Charging Specific Expenses to 2010 Excess Operating Funds:** Mr.  
Horton reported that the Board had approved a number of projects in 2010 that  
were not invoiced by year-end. The owners have voted to approve the carryover at  
the Annual Meeting. A *motion* to approve charging specific expenses per the list  
to the 2010 excess operating funds was made by Mr. Schuster, seconded by Mr.  
Becks. *The motion carried unanimously.*
  8. **Delinquency Briefing:** Mr. Horton reported that the sale dates have been set for  
specific units. The Association has already acquired one unit. 4/5, 4/15, 5/5 and  
5/10 are the sale dates for the other units. Approximately 20 days after the sales,  
the Association will receive the titles to those units if the banks will not take the  
titles at that time. Mr. Horton reviewed the issue with the bank-foreclosed unit.
  9. **Vote on Adding Penalty and interest for Late Payments:** Mr Horton reviewed  
what had been discussed at the last Board Meeting. Some owners don't pay until  
late in the quarter. A *motion* to approve charging all owners a \$25 late fee and  
charge interest effective March 28, 2011 was made by Mr. Schuster, seconded by  
Mr. Becks. *The motion carried unanimously.*
  10. **Discussion and Action for Renting Foreclosed Units:** Mr. Becks reviewed his  
report on income from rentals. \$50K is a conservative estimate. Two agents were  
interviewed. A discussion followed on length of leases and whether or not to  
include maintenance. A *motion* to approve Shelly as the agent was made by Mr.  
Schuster, seconded by Mr. Horton. *The motion carried unanimously.*
  11. **Discussion and Action on Committee Reports and Requests:** None at this time.

#### Old Business:

1. **Light Replacement Schedule:** Mr. Fleet reviewed the schedule and plan.
2. **Trash Chute Cleaning:** Mr. Horton reported that the trash chute cleaning system  
for both buildings was never installed. This is also not the best system to use for  
cleaning. The cost for cleaning would be approximately \$2500. Jeff will inspect  
quarterly and cleaning will be done when necessary. A discussion followed.
3. **Compactors:** Mr. Horton reviewed the decision at the last Board Meeting to not  
install compactors. Waste Management only covers trash containers with pickup  
at a cost of \$200 a month per container. The Maintenance Committee will look  
into alternatives.
4. **Garage Doors:** Mr. Horton reported that the decision to keep the garage doors  
open when the security guards are on duty has caused an unsafe condition due to  
cars speeding. The doors will stay closed from now on.
5. **Hinge Replacements:** Mr. Horton reported that there was not yet enough  
documentation to make a decision.

- nt Gate:** Mr. Horton reviewed the proposals for a . The cost would be \$2700 to install and \$750 a month. Fitness Center would be \$3762 to install and \$250 a month. A discussion followed. Access Control for the Fitness Center would be \$1950 to install or \$2640 to integrate with the existing system. A discussion followed. A *motion* to approve the \$2640 system was made by Mr. Horton, seconded by Mr. Becks. ***The motion carried unanimously.***
7. **Amenities Level Cameras:** A discussion was held on moving the amenities level cameras for better coverage. A *motion* to approve moving the cameras at a cost of \$1500 was made by Mr. Schuster, seconded by Mr. Becks. ***The motion carried unanimously.***
  8. **Property to East:** Mr. Horton reported that the owner of the property is interested in getting an offer from the Association. A discussion followed.

**Next Meeting Date:** The next Board Meeting will be determined at a later date.

There being no further business to come before the board, a duly seconded *motion* was made to adjourn by Mr. Becks at 6:55 PM. ***The motion carried unanimously.***

Respectfully Submitted,  
Neil Fleet  
On Behalf of Bel Mare Condominium Association, Inc.