

Bel Mare Condominium Association, Inc.
Board of Directors Meeting Minutes
September 18, 2019

A meeting of the Board of Directors of Bel Mare Condominium Association, Inc. was held on Wednesday, September 18, 2019 in the 2nd Floor Clubroom located at 130 Riviera Dunes Way. Valerie Biebuyck, Eric Brown, and Morris Bencini were present in person and Eric Krall and Keith Ewer attended by phone constituting a quorum of the Board. Toni Giliberti, LCAM, Onsite Manager; Peter Fehr, Maintenance Supervisor and Marie Sargeant, Administrative Assistant represented Castle Group.

Call to Order

Ms. Biebuyck called the meeting to order at 5:32 PM.

Proof of Notice

Ms. Giliberti certified that proper notice was given.

Dispense with the Reading and Disposal of the Unapproved Past Meeting Minutes

Eric Brown made a *motion* to dispense with the reading and to dispose of the minutes from August 6, 2019 Board of Directors Meeting. Eric Brown seconded. *The motion carried unanimously.*

President's Report

Ms. Biebuyck reiterated the statement from last month's Board meeting that the two most important functions of the Board are to make sure the property is well taken care of and that the Association's money is well spent. The Board cannot do that without the expertise, experience, good judgment, and honesty of the staff. She offered specific examples of this. More specifically, she recently thanked Peter for helping with garage cleanliness. In the past, we spent hours researching how to get the garage cleaned as the "Billy Goat" commercial vacuum on property was reported as inoperable. The best we could do was to get our cleaning company to wash a small area near the service elevators and entry doors to lobby. Peter managed to get the "inoperable" "Billy Goat" that Bel Mare has had on property "out of retirement" and in good working order. The garage is now being cleaned regularly, together with the upkeep of the leaning of lights in the garage, cobwebs, etc. Toni treats the Association money as carefully as her own. As an example, she noticed an invoice for Flood Insurance and became concerned that we were potentially getting double billed in the amount of \$22,000. After researching the issue, she discovered that Condominium Associates had incorrectly reported in the financial statements that the flood insurance is part of the Line of Credit in place for the Association's other insurance. Ms. Biebuyck expressed appreciation for the level of detail with which Toni approaches the Association's finances.

When Gerri Thompson left Bel Mare to pursue other goals, Castle did not miss a beat in filling the position of Administrative Assistant with a replacement to support Toni in what she needs. Ms. Biebuyck then introduced Marie Sargeant to the Team.

Ms. Biebuyck gave recognition to Michelle Bencini for her continued involvement with creating the Newsletter which will be coming out on October 1. The Special Membership meeting on October 22 will be mentioned in the upcoming Newsletter and the vote taking place on the 2020 proposed Budget. Ms.

Biebuyck encouraged everyone to read the package that all owners will be receiving and return the Proxy as we need a quorum to hold a vote.

The Website is a huge undertaking. Among the most important aspects of this change has been the retrieval and archiving, of all of the data from the old website. If we did not make this move of replacing the Website, we would have lost all of the information as it was the property of Front steps and not Bel Mare. What is operational at this time are the most critical functions such as eblasts, Guardhouse communication, Work Orders and Guest Suite reservations. The new website will include organized and streamlined categories, making this a user-friendly site. President Biebuyck went into several upgrades to the Website including Search bars, having a professional photographer take photos of the property, and who will be returning to take additional photos of the Guest Suites and completed Tennis Courts. She will also take photos using a drone.. Hopefully, all of this will enhance the value of our property.

Owners can also build a sense of community eventually by using the website for communication among residents for activities such as suggesting a book club, pickleball play and other areas of interest. President Biebuyck thanked everyone for their patience as we all work steadily and hard to get it in its final form.

Treasurer's Report

Mr. Bencini reported that the Association just received the August Financial statement and recommended that the Finance Committee get together before the October 22nd Special Meeting. There were no significant changes during the month of August. We ended just under \$173,000 of operating cash.

August,2019 Restricted Cash Balances:

Construction Defects	\$ 370,744
Reserve Cash	<u>\$2,218,406</u>
Total Encumbered Balance	\$2,589,150

All investments have been completed. We now have 8 CD's of approximately \$250,000 each plus an additional \$200,000 in MM accounts.

Year-to-date we are on track and in good shape.

Treasurer's Report presented will be attached to these Minutes.

The Vote for the October 22nd meeting will ask Owners to approve a change in the way Reserves are funded. Right now we use the component method. It is a very specific category of funds/formulas and the way in which Reserves are used as required by Florida Statute. If we switch to Pooled Method, quarterly payments will remain the same for 2020. If we continue with the component method, they will be \$281 more per quarter per unit owner. Very few Condominium Associations still use the Component method. A Reserve study as prepared by Patricia Staebler is on the Website and details expenses and useful life of maintenance items.

Maintenance Department Report

This week was busy in preparation for the September 30 and October 1 inspections. We have 6 troubles with remedy to five of those. From the 10th floor up there are strobes that are malfunctioning.

Pressure washing project is now completed, Tennis courts are open for play and pickleball!

Bocce ball court project will be done in-house and next on the list.

Maintenance Committee Report

The infrared test on the delamination of stucco and water intrusion was finalized, some areas were found with thermal differences and a report should be ready in approximately one week.

Finance Committee Report – Mr. Brown reported that the Finance Committee has reviewed the August Financials. Not much change to report and follow up meeting will occur prior to the next Board meeting.

Strategic Planning Committee

Mr. Morris Bencini read the report of the Strategic Planning Committee, which is attached to these Minutes.

DeSoto Bridge Ad Hoc Committee Report

Marie Sargeant read the report for Mr. Sperry. Copy of Report attached.

Master Association Delegate Report

Eric Brown read the report for Deborah Sperry, Bel Mare's delegate to the Master Association. A copy of the report is attached. Master Association President Shay Hawkinberry is looking into who has the responsibility for providing notice of Master Association Meetings to Riviera Dunes residents. President Biebuyck reiterated a Board request that Bel Mare's delegate Deb Sperry let the Bel Mare Board and residents know of upcoming Master Association meetings and encouraged residents to attend as the Association pays about \$18,000 in dues to the Master Association. It also is important given the increased integration of the Master Association and other Riviera Dunes neighborhoods such as Bel Mare in connection with projects including evaluating completion of the walkway around Lake Bel Mare, and opposition to a DeSoto Bridge flyover.

Old Business

No Old Business at this time.

New Business

Discuss and consider approval of painting gas lines and fire water lines in garage ceiling. After discussion, this was tabled until the next Board meeting.

Discuss and consider approval of the painting of approximately 65 exterior doors (paint inside, outside and frame of the door). After considerable discussion, Ms. Biebuyck asked for a motion to approve the painting of approximately 65 exterior doors (paint inside, outside and frame of the door) with Manatee Painting at a cost not to exceed \$5,185. Motion was moved by Mr. Morris Bencini and Seconded by Mr. Keith Ewer. ***The motion carried unanimously.***

Discuss and approval of the replacement of the Pool Equipment room door in Building #1 at a cost not to exceed \$1,500 (door to be installed with on-site staff). Ms. Biebuyck asked for a motion to approve the replacement of the Pool equipment room door in Building #1 at a cost not to exceed \$1,500 (door to be installed with on-site staff). Motion was moved by Morris Bencini and Seconded by Mr. Eric Brown. ***The motion carried unanimously.***

Discuss and consider approval of replacing the domestic water booster pump for Building #2. Ms. Biebuyck asked for a motion to approve the replacement of the domestic water booster pump in Building #2 with Mader Electric at a cost not to exceed \$13,500. Motion was made by Morris Bencini and Seconded by Eric Brown. ***The motion carried unanimously.***

Discuss and consider approval cost not to exceed \$13,500 from Building Reserves #2520-00. Ms. Biebuyck asked for a Motion to approve the replacement of the domestic water booster pump for building #2 at a cost not to exceed \$13,500 from the Reserves. Motion was made by Morris Bencini and Seconded by Eric Krall. ***The motion carried unanimously.***

Adjournment

With no more business to come before the Board, Mr. Brown made the ***motion*** to adjourn the meeting at 7:06 PM and was seconded by Mr. Bencini. ***The motion carried unanimously.***

Respectfully Submitted,
Toni C. Giliberti, LCAM, Onsite Property Manager
On Behalf of Bel Mare Condominium Association, Inc.