

Bel Mare Condominium Association, Inc.
Board of Directors Meeting Minutes
January 23, 2020

A meeting of the Board of Directors of Bel Mare Condominium Association, Inc. was held on Thursday, January 23, 2020 in the 2nd Floor Clubroom located at 130 Riviera Dunes Way. Valerie Biebuyck, Eric Brown, Keith Ewer, Morris Bencini and Todd Loescher were present in person, constituting a quorum of the Board. Toni Giliberti, LCAM, Onsite Manager; Peter Fehr, Maintenance Supervisor, Leon Mullet, and Marie Sargeant, Administrative Assistant represented Castle Group.

Call to Order

Ms. Biebuyck called the meeting to order at 4:32 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 the November 13, 2019 Board of Directors Meeting. Eric Brown made a Motion to approve, seconded by Todd Loescher. *The motion carried unanimously.*

President's Report

All Welcomed Leon Mullet as Maintenance Technician. Leon started on January 6th and hopefully he will be happy at Bel Mare. Toni and Marie have continued their exemplary performance taking care of our homes and finances. Highlights are that several owners double paid their quarterly payments in Transition and Toni was able to rectify in days rather than months. Marie did an audit of the phone bills which resulted in a cost savings of half of what the past invoices were. Other work noticed was the correction of deliveries, waste pick-up over the holidays, addressing items being stored improperly. They both worked very hard with the Election/Mailings.

We will be talking about establishing Committees and request owner involvement. There are sign-up sheets if you would like to volunteer.

It's important that Committees meet once per quarter. Minutes must be taken, written and approved at subsequent meetings. Notices and Agendas Posted at least 48 hours in advance. An attempt should be made to hold meetings at convenient times to encourage attendance.

We also will be appointing Bel Mare Representatives to the Riviera Dunes Master Association Committees. The Master is resurrecting several past Committees.

Treasurer's Report

We have not yet received the December Financials from Castle because of the Transition and year-end. We should have them by the end of this month. Going forward we will have the Financials before the 20th of the next month.

Maintenance Department Report

Fire panel is almost complete, awaiting tomorrow's installation of parts and Testing.

In the past week, we have worked on several door closures, airplane lighting, amenity level door repairs, door to pool equipment was replaced. The door was completely rotted by the chemicals. Last year, we received a quote of between \$10,000 - \$14,000 to replace the door. Peter and Leon replaced it for \$1,000.

Master Association Report

Committees in Process: Website, Landscaping, Dock, Security and Bridge.

Someone will be looking into the camera/security with a view towards Riviera Dunes as a whole for security.

Budget, Committee Minutes, Agendas, etc. will be shared and transparent.

Master Enforcement Protocol meeting will be on April 23 at 9:00 a.m. over at Laguna.

Jeff Winsler has agreed to be the Dock and Security Committee Representative.

Deborah Neglio has agreed to be on the Landscape Committee Representative.

Fred Sperry has agreed to be the Bridge Committee Representative.

Old Business

Discuss and consider funding office furniture in an amount not to exceed \$19,000 from Reserves or operating cash.

At the November meeting, the Board approved upgrading the office furniture and we had on the Agenda an item to take from Reserves and we tabled. We are now revisiting that. The Reserve study has \$2,000 allotted in that category. Mr. Bencini's recommendation is to take that \$2,000 from Reserves and pay the remaining balance not to exceed \$17,000 from the Operating account. Ms. Biebuyck asked for a motion to approve the payment of office furniture in the amount of \$2,000 from the Reserves and the balance in an amount not to exceed \$17,000 from the Operating account. Mr. Bencini moved, seconded by Keith Ewer. *The motion carried unanimously.*

New Business

Discuss and consider approval of the replacement the Seacoast CD which matured on January 6, 2020. We have several CD's in the amount of \$250,000. Rates are fluctuating and Morris Bencini, Treasurer, is researching the best rates for Bel Mare. What Morris would like to keep the funds at a rated bank, FDIC, Insured at a rate higher than 1.7-1.8%. This was tabled until all information is gathered and reviewed.

Discuss and consider repair, clean and sealing of the Fitness Center Lap Pool Pavers. There are three quotes: One from PaverMac in the amount of \$3,200 and clean and seal \$2,224, for a total of \$5,424; Sol Pavers in the amount of \$2,970 – they do not clean and seal, and Sparkling Kleen in the amount of \$3,120 for repairs. They do not clean and seal. Recommendation to the Board is PaverMac as they clean and seal. Ms. Biebuyck asked for a Motion to approve PaverMac to do the repair, clean and seal not to exceed \$5,600. Motion was made by Morris Bencini and Seconded by Todd Loescher. *The motion carried unanimously.*

Discuss and Consider recommendation of Maintenance Committee in connection with HVAC/humidity issue. Jeff Winsler stated that the Committee talked about the negative pressure that the building has had since the building was built. That causes infiltration of humidity and how it can be addressed. The Maintenance Committee recommends going with an Engineering Firm of Global Sanchez and proposal of John Ollsen to install a Variable Speed A/C system and the de-humidifier system on separate floors in each of the two buildings (2 floors in Building #1 and 2 floors in Building #2) to see how effective that will be. Discussion ensued. Mr. Bencini made a motion to approve the proposal. It was seconded by Todd Loescher. Mr. Bencini, Mr. Loescher, and Mr. Brown voted in favor of approval. Mr. Ewer and Ms. Biebuyck voted against approval. ***The motion carried.***

Discuss and consider approval of imposition of fines in the maximum amount allowed by Statute for violation of covenants and restrictions in the Bel Mare Declaration of Condominium. A document was prepared as the result of a working group of the Strategic Planning Committee led by Michelle Bencini and Patti Brown, and is intended to highlight restrictions included in the Declaration. It is not a complete list, and emphasizes that owners are responsible for knowing what is their responsibility under the Declaration. After much discussion about proper procedures for imposition of fines, this item will be tabled and will be deferred to the Security, Policies and Conduct Committee.

Discuss and consider approval of establishment of the following standing Committees for 2020: Maintenance; Finance; Strategic Planning; Landscape; Security, Policies, and Conduct; Website and Communication; Design and Aesthetics; Event Planning; Fining. Ms. Biebuyck asked for a Motion to approve the standing Committees. Motion was made by Eric Brown and seconded by Keith Ewer. ***The Motion carried unanimously.***

Discuss and consider merging Bel Mare Ad Hoc Bridge Committee with Riviera Dunes Master Association Bridge Committee. Ms. Biebuyck asked for a Motion to approve merging the Bel Mare Ad Hoc Bridge Committee with Riviera Dunes Master Association. Eric made a Motion, seconded by Keith Ewer. ***The Motion passed unanimously.***

Discuss and Consider appointment of Board Liaisons to Committees.

Maintenance and Finance Committees: Morris Bencini

Strategic Planning: Keith Ewer

Landscape Committee: Todd Loescher

Security, Rules and Conduct Committee: Eric Brown

Website Committee: Valerie Biebuyck

Design & Aesthetic Committee: Eric Brown

Event Planning: Todd Loescher

Ms. Biebuyck asked for a Motion to approve the above Committees and Board Liaisons. Motion was made by Eric Brown, seconded by Keith Ewer. *Motion carried unanimously.*

Discuss and consider appointment of Bel Mare representatives to Riviera Dunes Master Association Committees. Dock/Security – Jeff Winsler; Landscaping – Deborah Neglio; Website remains a question. Ms. Biebuyck asked for a Motion to approve the appointment of representatives with the exception of the Website. Motion was made by Todd Loescher and Seconded by Eric Brown. Motion carried unanimously.

Adjournment

With no more business to come before the Board, Mr. Brown made the *motion* to adjourn the meeting at 6:03 PM and was seconded by Mr. Bencini. *The motion carried unanimously.*

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