

Bel Mare Condominium Association, Inc.
Board of Directors Meeting Minutes
May 26, 2020

A meeting of the Board of Directors of Bel Mare Condominium Association, Inc. was held on Tuesday, May 26, 2020 in the 2nd Floor Clubroom located at 130 Riviera Dunes Way. Valerie Biebuyck, Eric Brown, Morris Bencini, Keith Ewer and Todd Loescher were present in person, constituting a quorum of the Board. Toni Giliberti, LCAM, Onsite Manager; Peter Fehr, Maintenance Supervisor and Marie Sargeant represented Castle Group.

Call to Order

Ms. Biebuyck called the meeting to order at 5:21 PM.

Proof of Notice

Toni Giliberti certified that proper notice was given.

Dispense with the Reading and Disposal of the Unapproved Board of Directors Meeting Minutes

Eric Brown made a *motion* to dispense in the reading and to dispose of the minutes from March 4, 2020. A motion to approve was made by Eric Brown and seconded by Mr. Bencini. *The motion carried unanimously.*

President's Report

President Biebuyck thanked the members for coming and submitting their proxies. Thanks were offered to the staff, legal counsel and Castle and to the Members for continued patience and understanding during the difficult decisions that the Board has had to make due to Covid-19.

A brief discussion took place regarding the sale of the North Property. Thanks were extended to Coby Gaulien for his behind the scenes work.

Thanks were extended to staff in identifying projects that were done while the amenities were closed down, including maintaining and sealing the lap pool pavers. Staff are consistently mindful of cost-effective ways to operate including getting credits for contracted elevator service that was not performed and getting a discount on a legal bill.

Treasurer's Report

Unfortunately, we do not have the April Financials. A brief report was made (copy attached). Mr. Bencini was happy to report that Bel Mare is \$44,000 ahead of budget at this time due in large part to significant cost savings that the Castle staff have been able to achieve. He would like to have a Finance Committee meeting whereby they would talk about investing funds with UBS Money Manager. A proposal has been submitted but not reviewed.

Committee Reports

A Committee Report was given by the Design and Aesthetics Committee. Eric Brown gave a brief report on the type of Bookcases that would maximize the amenity level by the recessed area, directly at the top of the stairs. The bookcases will be ordered when the company has them back in stock. This addition would give residents pleasure, keeping in mind that the books are sanitized before and after each use.

Maintenance Department Report

Peter gave a briefing on some of the projects being done. Leon continues to sanitize and maintain and clean common areas and is keeping on top of the additional trash since residents are home more due to Covid-19. Arrangements have been made to get the trash chutes cleaned. President Biebuyck thanked Peter and Leon for the work they had done to enable the rooftop louvers to work. The louvers had not been maintained for years and Peter and Leon were able to get them to close properly, with a noticeable improvement with the negative pressure issue.

Old Business

Discuss and consider approval of the hanger/painting project in the garage areas of Buildings #1 and #2.

This was previously discussed at the September 18, 2019 Board Meeting.

President Biebuyck and the Board reviewed and discussed the Hanger proposals from Piper Fire, Danny Via and Richards Plumbing.

President Biebuyck and the Board reviewed and discussed the Painting proposals from Manatee Painting, Adam's Painting and Concrete Painting and Restoration (CPR).

President Biebuyck asked for a Motion to approve the Hanger project with Piper Fire at a cost not to exceed \$30,000, moved by Morris Bencini and Seconded by Eric Brown. All in favor. **Motion carried unanimously.**

President Biebuyck asked for a Motion to approve the Painting of the Gas and Water lines with Manatee Painting at a cost not to exceed \$12,000. Moved by Morris Bencini and Seconded by Keith Ewer. All in favor. **Motion carried unanimously.**

Discuss and consider the replacement of the A/C isolators on all A/C stands on the roofs of Building #1 and #2.

This was previously discussed at the March 4th meeting.

We have one quote from Custom Air & Plumbing and another from Cortez Heating and Air.

After discussion, President Biebuyck asked for a Motion to approve the replacement of the A/C isolators on all A/C stands with Custom Air at a cost not to exceed \$20,000. Moved by Eric Brown and Seconded by Morris Bencini. All in favor. **Motion carried unanimously.**

New Business

Discuss and approve the Bi-Directional Amplifiers as per Fire Code Compliance.

President Biebuyck asked Toni Giliberti for background of this implementation which became effective after the terrorist attacks of September 11.

Toni Giliberti explained that part of the communication with first responders was blocked in various parts of high-rise buildings because several areas did not receive antennae signal for Fire, Police, etc.

Subsequent to discussion, the Board agreed to table this until a future Board meeting.

Discuss and consider approval of “Fogging” in Limited Common areas at a cost not to exceed .20/sq. ft.

To prepare for the opening of the Guest Suites and their sanitization, Toni Giliberti researched companies who would come into the suites and fog the room and all high-touch areas. Although the rooms remain closed, the Board would be ready to open at any given time.

President Biebuyck asked for a Motion to approve “Fogging” in Limited Common areas at a cost not to exceed .20/sq. ft., contingent on obtaining information about additional options. Motion was made by Morris Bencini and Seconded by Todd Loescher. All in Favor. **Motion carried unanimously.**

Discuss and ratify emergency decision made by the Board for closing and Phases 1, 2 and 3 re-opening of the amenities.

President Biebuyck re-iterated that amenities were closed on March 21, and re-openings were Phase One on May 4, Phase Two on May 13 and Phase Three on May 18.

President Biebuyck asked for a Motion to ratify the emergency decisions for the closing and re-opening of the Amenities. Motion was made by Morris Bencini and Seconded by Eric Brown. All in favor. **Motion carried unanimously.**

Discuss and ratify the implementation of “freestanding” bookcases to be placed on the Lobby (amenity) Level of Buildings #1 and #2.

Eric Brown gave brief comments that the bookcases were on back order but that the Committee had been involved in their choice.

President Biebuyck asked for a Motion to approve this purchase at a cost not to exceed \$1,400 for both bookcases, Motion was made by Morris Bencini and Seconded by Eric Brown, all in favor. **Motion passed unanimously.**

Approve Committee Members as attached to these Minutes and Posted on the Website.

President Biebuyck asked for a Motion to approve the Committee Members and Board Liaisons that are listed for each Committee. Motion was made by Morris Bencini and Seconded by Eric Brown, all in favor, **Motion passed unanimously.**

Discuss and ratify the Fining Policy

Brief discussion took place, President Biebuyck spoke about the necessary reasons the Fining Policy was put together by Patti Brown, with previous help from Michelle Bencini, and vetted by Bel Mare's Attorney.

President Biebuyck asked for a Motion to ratify the Fining Policy that was approved by Board unanimous written consent in April. Motion made by Morris Bencini and Seconded by Eric Brown, all in favor, **Motion passed unanimously.**

Discuss and ratify levying of fines and referral to Fining Committee – Setsma (three violations).

President Biebuyck gave a brief discussion on Levying Fines and the process.

President Biebuyck asked for a Motion to ratify the levying of fines on these three instances for the Setsma unit. Motion was made by Morris Bencini, Seconded by Keith Ewer, All in favor. **Motion passed unanimously.**

Ms. Biebuyck asked for a Motion to Adjourn the Board Meeting. Moved by Morris Bencini, Seconded by Todd Loescher. All in favor. **Motion carried unanimously.**

Meeting was adjourned at 6:21 p.m.

Respectively Submitted,
Toni C. Giliberti, On-Site Property Manager
On Behalf of Bel Mare Condominium Association, Inc.

Bel Mare Condo Assoc. Board Meeting

May 26, 2020 Treasurer's Report

1. Ended March with an operating cash balance totaling \$291,034.

2. March 2019 Restricted Cash Balances:

Contingency Funds	\$ 391,470
Reserve Cash	<u>\$2,251,170</u>
Total Encumbered Cash	<u>\$2,251,170</u> 2,642,640

3. Balance on Note Payable is \$277,338.

Balance on LOC (Insurance) is \$10,200 for the draw to fund 2019-20 premiums.

4. Positive variance totaling \$37,403 through March 31. \$22,000 is due to repairs & maint.

5. Cash investment strategy.