

Bel Mare Condominium Association, Inc.
Board of Directors Meeting Minutes
September 16, 2020

A meeting of the Board of Directors of Bel Mare Condominium Association, Inc. was held on Wednesday, September 16, 2020 in the 2nd Floor Social Room located at 130 Riviera Dunes Way. Valerie Biebuyck, Eric Brown, Morris Bencini, and Todd Loescher were present in person, while Keith Ewer was connected via conference call, constituting a quorum of the Board. There were 5 Owners in attendance via conferencing and approx. 6 Owners in attendance in person. 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 5:05 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

Todd Loescher made a *motion* to dispense in the reading and to dispose of the minutes from August 19, 2020. A motion to approve was made by Eric Brown and seconded by Morris Bencini. *The motion carried unanimously.*

President's Report

President Biebuyck started the discussion by asking new owners in attendance to introduce themselves, beginning with John Cropsey, followed by Kathy and Keith Grady. President Biebuyck spoke briefly about the Electronic Voting process that is underway and thanked the staff for their input. Owners should check with the office for deadlines in the event they choose to vote electronically. The first electronic vote will be in October connected with the Budget.

President Biebuyck mentioned that Leon Mullet has resigned, thanked him for his time and wishes him well in his new endeavors.

Thanks were given to Toni, Marie and Peter for all they are doing in protecting the financial and contractual aspects of the Association, and ensuring the property is running smoothly, efficiently and effectively.

Treasurer's Report

Treasurer Morris Bencini indicated that the report will be brief as not a lot has changed since the Board meeting last month. Since the July Financials, we are currently at \$376,000 in operating cash, \$2.3 million in reserves and \$746,000 in contingent cash. As of mid-August, Castle transferred over the first "bucket" of cash from the Reserve Accounts to our new money manager, amounting to a little under \$400,000. He also just received another \$255,000 from the Republic Bank CD which just matured.

Outcome of Budget vote next month will show how best to invest going forward. As of July, we are approximately \$37,000 ahead of the Budget.

Committee Reports

Design & Aesthetics Committee

Eric Brown gave a brief report. He discussed his two meetings regarding the pool/patio furniture. The two plans included new furniture vs. refinishing. Materials were presented to the Board. Because the current furniture is of high quality, the consensus was made by the Committee that they would be powdercoated rather than repaced entirely, with addition of punchtop tables. The three proposals were reviewed by the Committee and A&K would be the recommendation. If there were color/type change, it would require an owner vote, with 75% of 124 units needed to approve the change. Board will consider approval of vendor/estimates at a subsequent meeting. The lobby redecorating was also discussed and Eric is meeting with decorators on ideas. These ideas will be presented at a later date.

Additional presentations will be forthcoming to the Board.

Holiday decoration replacement was also discussed with a view towards improvement.

The rugs/pillows in both #1 and #2 lobbies were discussed. Eric requested that if the furnishings were approved by the Board to be temporarily put back, the Browns would donate these items for Board consideration at a later Board meeting.

An Owner in the audience requested freshening the card tables when appropriate.

Security/Policies and Conduct Committee

Eric talked briefly about the Pet Policy. Although revised, it has not been presented to the Board. The Committee has worked diligently on future camera placement.

Landscape Committee

Bob Boos gave a brief report on the progress of the plantings and future beautification. He explained that the weather conditions are not conducive to some plantings and that White Diamond has been tweaking their service/employees/management. It was consensus that the landscaping looks terrific.

Master Association

Deborah Sperry was e-mailed for a report but none was submitted. Morris Bencini, Treasurer, expressed concern about the ongoing "internal investigation" being conducted by the Master Association that is expected to result in an increased assessment for Bel Mare and certain other neighborhoods of Riviera Dunes, and a decrease for others, and felt Bel Mare should be given an explanation. He will contact her regarding the assessments for BelMare.

Maintenance Department Report

Peter gave a briefing on some of the projects being done. Hanger project in garage will be approximately two weeks more for completion. Pressure washing and painting will follow. Isolators will begin the

week of the 28th. Still waiting for the Firestone inspector for his report on the roofs. An additional 5 delaminated pieces of glass have been discovered and Peter will request a proposal for this cost. A walk through will take place for the shutoff valves, delaminated glass and balcony glass as soon as there is a Maintenance Technician on-site.

Old Business

Discuss and consider HVAC system data collection on humidity, service elevator vestibules, Karin's Engineering, and any available related information and contract.

President Biebuyck reviewed activities related to HVAC/humidity issue conducted since December of 2019, beginning with John Ollsen's proposal that recommended humidity levels be between 30% and 50%. He proposed that engineers Global Sanchez perform a trial of two options. Option 1 was to install a variable speed air conditioning unit in building #2, floor 5; and building 1, floor 10, and to monitor humidity levels in unit 2-505 (John Olsen's unit) and unit 1-1002. Option 2 was to place dehumidifiers in the service hallways of building #2, floor 10; and building #1, floor 5, and to monitor humidity in unit 2-1002 (Bill Horton's unit) and #1-505.

Testing on these 4 floors would cost between \$7,000 and \$12,000. If the decision was made to select one of the two options for installation on all 26 residential hallways, the cost would be approximately between \$91,000 and \$156,000.

The Board concluded it needed more information before committing to a decision, so Karins Engineering did a site visit in February, together with Quest Engineering. Staff Toni Giliberti, Peter Fehr, Marie Sargeant, along with Maintenance Committee Member Jeff Winsler, and Board Members Keith Ewer and Valerie Biebuyck accompanied them during the site visit. At that time, they recommended that we reduce humidity at the major points of ingress into the building, which are the two service elevators at the garage level, as these are open to the outside. The recommendation was to construct vestibules in front of the two service elevators at the garage level to condition the air before it enters the elevator shaft. They asked Peter to monitor the humidity levels and submit this data to Karins. Nick Dunning of Karins Engineering attended the March Board meeting to discuss the site visit and answer questions. Peter did the monitoring requested by Karins between April and July and the preliminary results were analyzed by Karins. Karins reported that appropriate humidity levels for our building is 65% or lower. We are mostly in that range. However, some areas of the building are about 30% higher than that for part of the time. They recommended further analysis of the raw data which will be given to Karins. To test the concept of the vestibule, the cost would be \$3,850. To build the permanent vestibules would cost approximately \$20,000 for each of Buildings #1 and #2.

An issue related to humidity is negative pressure. Peter repaired the louvers on the roofs, which had not been maintained for years and which had not been functioning properly. Repair of the louvers has significantly helped the negative pressure issue, which also contributes to control of humidity.

Anticipated replacement of the Aaon units that service the lobby level and amenity level may help somewhat with this issue as well.

The final factor to take into account is the requirement in our Declaration of Condominium that owners are responsible for their own humidity levels and air conditioning in their individual units.

The Board needs to consider how far the Association should go, and at what cost, to control humidity in the service halls.

Choices are:

- John's proposal to test four floors for between \$7,000 and \$12,000, with the potential to choose one option to use on all 26 residential service hallways at an estimated cost of \$91,000 - \$156,000
- Karins Engineering proposal to test the two vestibules at the service elevators at the garage for \$3,850, with the potential to install a permanent vestibule at each service elevator at an estimated cost of \$20,000 each.
- Another option would be to skip the testing and go directly to a permanent solution.

After discussion, Morris Bencini asked that this be reviewed again at the next Maintenance Committee meeting. **This item will be tabled until the next Board meeting.**

Discuss and consider approval to purchase Aeon units with stands for Buildings #1 and #2. This is a reserve item scheduled for 2021 but should be considered at this time.

The Board initially considered this at the July 29 Board meeting and Bill Horton asked for a confirmation that we were getting the correct size unit. Peter Fehr reached out again to Insight, which is the registered distributor for Aeon units in the State of Florida, and which actually recommended the particular Aeon units included in the three quotes submitted to the Board in July. At that time, Insight recommended that they go to a slightly larger capacity from 8 ton splits to 9 ton splits. At that time, the recommendation was \$56,709 for one unit. If we did both units at the same time, the cost would be \$108,003, or a savings between \$3,000 and \$5,000. Building #1 doesn't have to be replaced as urgently as Building #2 now, but it is functioning on one compressor rather than two. Both Aeon units are the original units from construction and were not installed properly at that time. An additional \$4,000 per building would enable all linesets to be replaced. The estimated cost to replace these two units as indicated in the Reserve Study is \$81,000 each. Honest Air has submitted a quote for \$52,620 for one unit and Daiken came in at \$66,190 for one unit. All three are bidding on the same equipment with the difference in the labor cost and warranty.

President Biebuyck asked for a Motion to approve the two Aeon units for Buildings #1 and #2 with Custom Air at a cost not to exceed \$125,000. Moved by Morris Bencini and Seconded by Todd Loescher. All in favor. **Motion carried unanimously.**

New Business

Discuss and consider approval of the scope of work as provided by LEW Electrical Services to replace fire pump charger.

There was only one other interested vendor, but they charged \$900 for a site visit to diagnose the problem.

President Biebuyck asked for a Motion to approve LEW Electrical to replace the fire pump charger at a cost not to exceed \$2,400, made by Morris Bencini, Seconded by Eric Brown, all in favor. **Motion passed unanimously**

Discuss and consider approval of the LEW proposal to perform annual maintenance on the Kohler Generator and Fire Pump Engines.

LEW has a proposal for \$1,764, Ring Power has a proposal for \$1,263 and Prime Power is \$6,169.

After discussion, President Biebuyck asked for a Motion to approve the LEW proposal for annual maintenance on the Generator for a cost not to exceed \$2,100, Moved by Morris Bencini, Seconded by Todd Loescher, all in favor. **Motion passed unanimously.**

Discuss and consider approval to renew the A/C Maintenance agreements with Custom Air for the common area and gatehouse (59 units) and two Aaon units.

Custom Air has a proposal for \$9,252, Honest Air is \$10,050. After discussion, the recommendation would be for Custom Air due to low service call price. President Biebuyck asked for a Motion to approve Custom Air for the A/C Maintenance agreements, so moved by Todd Loescher, Seconded by Morris Bencini. All in favor. **Motion passed unanimously.**

Discuss and consider updates to Committees

In order to add voting members to the Design and Aesthetics Committee, the Board approved the appointment of Mary Cropsey and Gigi Stolper by e-mail and this should now be ratified.

President Biebuyck asked for a Motion to the appointments of Mary Cropsey and Gigi Stolper to the Design and Aesthetics Committee. So moved by Eric Brown and Seconded by Morris Bencini. All in favor. The motion passed unanimously.

President Biebuyck asked for a Motion to approve the appointment of Gloria Cartwright to the Security, Policy, and Conduct Committee. Made by Eric Brown, seconded by Morris Bencini. All in favor. Motion passed unanimously.

Discuss and consider approving the cost of fogging the amenities including the fitness center, movie theater and social rooms.

After much discussion and presentation of cost, the Board felt at this time they would not consider additional fogging of common areas.

President Biebuyck asked for a Motion to leave the policy as is and only fog the guest suites at this time, Moved by Morris Bencini, seconded by Eric Brown, **Motion passed unanimously.**

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

Meeting was adjourned at 6:39 p.m.

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