

Bel Mare Condominium Association, Inc.
Board of Directors Meeting Minutes
July 29, 2020

A meeting of the Board of Directors of Bel Mare Condominium Association, Inc. was held on Wednesday, July 29, 2020 in the 2nd Floor Clubroom located at 140 Riviera Dunes Way. Valerie Biebuyck, Eric Brown, Morris Bencini, and Todd Loescher were present in person, while Keith Ewer was connected via conference calling method, constituting a quorum of the Board. There were 4 Owners in attendance via conferencing and approximately 12 Owners in attendance in person. 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 5:05 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

Eric Brown made a *motion* to dispense in the reading and to dispose of the minutes from the May 26, 2020 Board meeting. A motion to approve was made by Eric Brown and seconded by Todd Loescher. *The motion carried unanimously.*

President's Report

President Biebuyck discussed the importance of wearing masks in public and stated that there is clear information that masks do help. She further mentioned that this past Monday, Manatee County passed a resolution requiring that masks be worn in businesses and Government offices where social distancing is not met. She thanked staff for their continual heightened sanitization in the common areas of Bel Mare. This extends to mask wearing for vendors entering the buildings. Additional thanks went to the team for constant upkeep of operational items and in fixing them before they become an expensive replacement, and for keeping an eye on how money is being spent. The Budget workshop in preparation for 2021 will be taking place within a few weeks. There is a tropical storm near us and the staff has already begun to review the Hurricane preparation. Toni Giliberti has spoken with Piper Fire, which is currently working on site, to make sure they are also ready for the potential storm coming our way. President Biebuyck mentioned that June 1 marked Bel Mare's one-year anniversary with Castle. Ms. Biebuyck expressed gratitude to our Staff and Castle for the great amount of work done over that year and stated that BelMare is now a showcase property for Castle. That means that condominium associations that are potential clients of Castle may be brought to Bel Mare as we are now a premier property in their Portfolio in the Southwest part of Florida. This is a source of pride for us and a boost for our property values as Bel Mare continues to develop a reputation as a premiere property in the area.

Treasurer's Report

Treasurer Morris Bencini reported that we do not have the May Financials. We have transitioned to another Accountant in Castle and we were just notified today of this change. Going forward, we do hope that we can obtain our Financials by the 20th of the month for the previous month. A brief report was made (copy attached). Mr. Bencini was happy to report that Bel Mare is \$47,000 ahead of budget at this time due in large part to significant cost savings that the Castle staff have been able to achieve.

Committee Reports

A Strategic Planning Committee Report as prepared by Coby Gaulien (copy attached) was read by Marie Sargeant in reference to the results of the Survey on owner preferences for use of the recent land sale proceeds. Board Liaison Keith Ewer will reach out to Coby Gaulien to request a meeting of the Strategic Planning Committee to review the results and present a summary to the Board.

Board Liaison Eric Brown gave a brief report for the Security, Conduct and Policies Committee. The plan was to cover the Pet Policies, Rules and Bicycle Policies. After several hours of rehashing the Pet Policy, there is a good rough draft. The goal is to devote time on Rules rather than Policies. Mr. Brown will summarize a compilation ideas of the Committee. The Committee will then come back to the Board.

Board Liaison Eric Brown reported that the Design & Aesthetics Committee will work on a compilation of information to be presented to the Board on outdoor furnishings. This is a work in progress.

Although we do not have an official report from the Master Association, Ms. Biebuyck summarized Master Association Delegate Deborah Sperry's account of the Master Association Annual meeting. The most relevant thing for Bel Mare was a discussion of the recent sale of the 1.42 acres of the North property and making sure that the City is aware of the requirements of the Architectural Control Committee of the Master Association and that the wall they build near the Haben Blvd. roundabout is in compliance with the Master Association requirements. There also was a subsequent meeting with the Palmetto CRA attended by Coby Gaulien, Deb, Master Association President Shay Hawkinberry, two attorneys from the Master Association (Jim Palmer and Karen Maller), and CRA Director Jeff Burton to make sure we are all on the same page.

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.

The fire pump has two batteries and two chargers. One charger is dead and discontinued. Peter Fehr is working on proposals to remedy the fire pump and will report back when received.

Building #2 had a fire inspection and we are waiting for the final report. At this time, there are programming issues similar to those previously identified in Building #1.

We continue to work with Vendors relating to A/C purchase proposal.

Roof inspection – Building #2 is not too good. Building #1 is in better shape. We are waiting for an inspection report from Tarheel to be presented to the Board.

An emergency item came up after the Agenda was Posted that the Board needs to talk about in connection with air conditioning in the Building 1 Social Room. There are two proposals for its replacement. One is from Custom Air for a Trane XR16, 16 Seer with Variable speed and the other from Honest Air for a Lennox, 16 Seer. 16 Seer is preferable over 14 seer. Because of the responsiveness and service Custom Air gives Bel Mare, the recommendation is to go with Custom Air at a cost not to exceed \$6,500. Mr. Bencini informed the Board that this item is included in the Reserve Study and will be paid from the Reserves. President Biebuyck asked for a Motion to approve the purchase of the Trane XR16, 16 Seer air conditioner replacement with Custom Air. Mr. Bencini made a motion to approve Custom Air Trane XR16 at a cost not to exceed \$6,500, seconded by Todd Loescher. All in favor. **Motion passed unanimously.**

OLD BUSINESS

Update on the Hanger/Painting project in the garage areas of Buildings #1 and #2.

Peter Fehr reported that the project is going smoothly and according to schedule. There is an additional \$9,000 needed to cover the scope of work. Mr. Bencini reported that the Maintenance Committee previously had estimated that the job would cost approximately \$65,000, and that even with this expense we are still under budget for this job. The Board recognized that during the year that Castle and our staff have been with Bel Mare, the staff has demonstrated consistent vigilance in controlling expenses and monitoring vendors, with the result that we are more than \$40,000 ahead of budget because of the resulting cost savings, and Bel Mare is now a Castle showcase property. After discussion, President Biebuyck asked for a Motion to approve the additional cost of \$9,000 to Piper Fire to complete the job already started. Morris Bencini made the Motion to approve the additional \$9,000 cost to Piper Fire and seconded by Todd Loescher, all in favor, the **Motion passed unanimously.**

Update on the replacement of the A/C isolators on all A/C stands on the roofs of Buildings #1 and #2.

Peter Fehr reported that we are waiting for the springs which have been held up due to Covid related delays in delivery.

Update on the Bi-Directional Amplifier system.

By way of history, this mandate was put together after September 11th when first responders could not communicate in stairwells for rescue purposes. Staff is working on means of alternatives including ideas of whether Bel Mare can piggyback with other properties and rent back the use of our roof. This compliance is due at the end of 2021.

Update on collection of data in connection with HVAC system.

Toni and Peter have provided Karins Engineering with data and humidity levels compiled by Peter. Peter and Leon repaired the louvers on the roofs, which had not functioned properly for years. This has substantially helped the humidity levels and the negative pressure issue. A report from Karins will be forthcoming.

NEW BUSINESS

Discuss and consider adoption of Board resolution approving electronic voting mailed to members on July 15, 2020.

After background discussion, President Biebuyck asked for a Motion to approve the Adoption of the Board Resolution to approve electronic voting, made by Eric Brown and Seconded by Todd Loescher, all in favor, **Motion passed unanimously.**

Discuss and consider approval of vendor for electronic voting.

Three proposals were submitted. After much discussion on the three plans, including consideration of cost-effectiveness, tenure in this field, and anticipated number of votes it was decided to go with BeckerBallot for unlimited electronic voting. President Biebuyck asked for a Motion to approve BeckerBallot for Bel Mare's voting needs, Motion made by Todd Loescher and Seconded by Morris Bencini, all in favor, **Motion passed unanimously.**

Discuss and consider purchase of Aeon units for Buildings #1 and #2.

After much discussion, this was tabled for the next Board meeting.

Discuss and consider re-coating of roofs in Buildings #1 and #2.

Additional information is being collected for the Board's review.

Discuss and consider approval of deductibles for insurance policies for the period 2020-2021 as prepared by Comegy's Insurance (Copy attached).

President Biebuyck asked for a Motion to approve the list of Deductibles as prepared by Comegy's for the period 2020-2021. Motion made by Morris Bencini, Seconded by Todd Loescher, all in favor. **Motion passed unanimously.**

Discuss and consider update of members to Committees

Changes in owner commitments and availability have created openings on the Design and Aesthetics and Security, Policies, and Conduct Committees. Those interested should give their names to Toni or Marie.

It was a suggestion from Jeff Winsler that there be additional Committee members on the Fining Committee. Roma McDonaugh has agreed to become a new member, Bev Reason has agreed to move from Alternate to a full member, and Kay McAuliffe would become an Alternate.

President Biebuyck asked for a Motion to approve the addition of these individuals to the Fining Committee. A list of Committees and their Members is attached to these Minutes and Posted on the Website). Motion was made by Todd Loescher and Seconded by Morris Bencini. 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 6:27 p.m.

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

Strategic Planning Committee Report
July 29, 2020

The Strategic Planning committee met on June 16th to discuss the creation of a survey to go out to all the residents. There were a number of items discussed to include in the survey which would hopefully give residents a chance to voice their opinion on what items interest them the most.

The results from that survey produced the following information:

1. 91 residents fully completed the survey
2. 17 residents partially completed the survey

A compilation of the survey results has been submitted to the board for their review.

Submitted by:

Coby Gaulien

RE: Table of Requested Information

AP Alexis Pilkington <alexis.pilkington@comegys.com>

Tue 6/16/2020 4:15 PM

To: Toni C. Gilberti

Cc: Donald Hacker <don.hacker@comegys.com>



Hi,

Please see carrier information added below. I will forward all policy issuance emails from early May.

Thank you,

<u>Coverage/ Carrier</u>	<u>Policy Number</u>	<u>Term</u>	<u>Deductible</u>	<u>Premium</u>
Commercial Property/ AmCap Assurance Corp.	CIGFL004783002	04/27/2020- 04/27/2021	Building: \$5,000 Windstorm: 2%	\$118,889.00
Package Policy/ Coastal Insurance Underwriters	CIUCAP00754600	04/27/2020- 04/27/2021	D&O: \$2,500	\$12,773.19
Commercial Umbrella/ JGS Insurance	PPP7445322L20A11	04/27/2020- 04/27/2021	SIR N/A	\$2,696.00
Workers Compensation/ Coastal Insurance Underwriters	Z135849602	04/27/2020- 04/27/2021	N/A	\$630.00
Flood/ AmCap Assurance Corp.	6000000051	10/06/2019- 10/06/2020	Building: \$5,000 Contents: \$5,000	\$2,493.00
Flood/ AmCap Assurance Corp	6000000047	09/09/2019- 09/09/2020	Building: \$5,000 Contents: \$5,000	\$22,669.00

We are open, available, and happy to help our clients during this COVID-19 crisis. We are following CDC guidelines to keep our team and clients safe, this means some of our team members will be working remotely, which may cause minor delays. We appreciate your patience and understanding, thank you, and have a great day!

BEL MARE
Pavilion

BEL MARE
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