

# PELICAN LANDING CONDOMINIUM ASSOCIATION, INC.

(A not-for-profit corporation)

**BOARD OF DIRECTORS MEETING**  
**Thursday, February 15, 2018, 9:00 AM**  
**At the Pelican Landing Clubhouse**  
**Approved**

**CALL TO ORDER:** Frank Saracino called the meeting to order at 9:04.

**NOTICE:** Proof of Notice was affirmed by Sunstate Management exceeding notice requirement of 48 hours.

**QUORUM:** A quorum being established with Frank Saracino, President, Joe Bieluch, Secretary, and Bill Kissner Directors present. Dave Henderson, Treasurer and Bob Miller, Director on the conference call line. Also, in attendance, Ed Olson from Sunstate Management.

**MINUTES:** A **MOTION** was made by Bill Kissner to approve the minutes from the Board meeting on January 18<sup>th</sup>, 2018. Seconded by Joe Bieluch. The **Motion** passed unanimously.

## **Treasurer's Report:**

Recent items of importance from a financial perspective include the following:

- Following up on the December 2017 physical completion, inspection and approval of the walkway work on all buildings, I was successful in obtaining the required follow-up paperwork to complete the project, and as required under the contract, on February 8, 2018, I approved the final payment due of \$33,066.
- Worked with Sunstate Management and Linh Chau, CPA, to ensure successful completion of the Compiled 2017 Year-End Financial Report on a timely basis, a copy of which has been sent to Board Members for review and to consider for acceptance at the February 15 Board of Directors Meeting.
- Completed a Proposed Amended 2018 Reserves Budget based on actual 2017 year-end balances and interest allocations, thereby aligning it with the Compiled 2017 Year-End Financial Report. This amended reserves budget also includes all planned 2018 major projects and carry-overs from 2017. It was sent to all board members for review and approval at the February 15 Board of Directors meeting as a proposed budget. After appropriate notice, it can then be considered for formal adoption at the March 15 Board of Directors meeting.
- Worked with Dave McMahon, our agent with Atlas Insurance, to complete plans for the upcoming Saturday, February 24 insurance informational meeting he will be conducting at the Clubhouse for Pelican Landing unit owners.
- Worked with Ed Olson in the effort to solicit three proposals to provide a new or updated insurance appraisal in 2018.
- Continued to encourage formation of a committee to work with Atlas Insurance to develop an Insurance Recovery Plan that would be helpful in responding to the impacts of a natural emergency such as a hurricane. Also encouraged research regarding a third-party who could assist us as part of a Disaster Relief Plan. I am pleased that our President, Frank Saracino, volunteered to chair this committee and that both Nancy Roknich and Jim LeRoy have agreed to join him in this effort.
- **MOTION:** A motion was made by Dave Henderson to accept the Independent Accountant's 2017 Compiled Year-End Financial Report from Armentrout Chau & Associates dated February 12, 2018. Seconded by Bob Miller. The motion passed unanimously.
- **MOTION:** A motion was made by Dave Henderson to approve the Proposed Amended 2018 Reserves Budget for subsequent consideration for adoption at the upcoming March 15, 2018 Board of Directors meeting. Seconded by Bill Kissner. Motion passed unanimously.
- **MOTION:** A motion was made by Dave Henderson to approve the formation of an Insurance Recovery Committee consisting of Frank Saracino, chairperson, and committee members Nancy Roknich and Jim LeRoy and any subsequent additions to work with Atlas Insurance on the development of an Insurance Recovery Plan and to research third-parties who might be able to help us with a Disaster Relief Plan. Seconded by Bob Miller. Motion passed unanimously.

## **Committee Reports:**

**Social Committee:** A report was given about all the upcoming events. A recommendation was made by the social committee to bring the clubhouse up to proper decorum.

**Motion:** A motion was made by Bill Kissner to approve the recommendation of the social committee. Seconded by Bob Miller. Motion passed unanimously.

**Landscape Committee:** No report was given.

**The Deck and Dock Committee:** Bill Kissner reported that the dock is now functional. Small touches are being finished. There will be a shower and foot wash station by the new patio north of B Building.

## **Unfinished Business:**

There was a discussion about a unit owner asking for reimbursement for tile work that was done during B building restoration.

**Motion:** A motion was made by Bill Kissner that to keep in compliance with the condominium documents we deny this request. Seconded by Joe Bieluch. Motion passed 4 Yes 1 Abstain

## **New Business:**

- a. Insurance Appraisal: There have been three proposals to do the appraisal that is required this year. Chapman and Associates, GAB Robbins Appraisal and Staebler Appraisal and Consulting.

**Motion:** A motion was made by Dave Henderson to approve Staebler Appraisal and Consulting to complete this year's insurance appraisal to make sure we have the appraisal and insurance coverage in place prior to hurricane season. Seconded by Bill Kissner. Motion passed unanimously.

**NEXT MEETINGS:**      **Workshop:**      Tuesday, March 13<sup>th</sup>, 2018 AT 9:00 AM

**Board Meeting:** Thursday, March 15<sup>th</sup>, 2018 AT 9:00 AM

## **If Necessary**

**ADJOURNMENT:** There being no further business to come before the association, a **MOTION** was made by Bill Kissner and duly seconded by Joe Bieluch that the meeting be adjourned. The **Motion** passed unanimously.

The meeting adjourned at 10:01 A.M.

Respectfully submitted,

Edward L. Olson/LCAM

for The Board of Directors at Pelican Landing Condominium Association, Inc.

Pelican Landing Condominium, Charlotte County, Inc.

The Secretary; \_\_\_\_\_