

PELICAN LANDING CONDOMINIUM ASSOCIATION, INC.

(A not-for-profit corporation)

BOARD OF DIRECTORS MEETING

Thursday, October 18, 2018, 9:00 AM

At the Pelican Landing Clubhouse

CALL TO ORDER: Frank Saracino called the meeting to order at 9:05.

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

QUORUM: A quorum was established with Frank Saracino, President, Bill Kissner, Director, present, and Eric Michalak, Vice President, Joe Bieluch, Secretary, Dave Henderson, Treasurer, and Bob Miller, Director, present on the conference call line. Nancy Roknich was absent. Also in attendance was Ed Olson from Sunstate Management.

MINUTES: A MOTION was made by Bill Kissner to approve the minutes from the Board meeting of September 20th, 2018. Seconded by Dave Henderson. The Motion passed unanimously.

As an introduction to the Treasurer's Report, Dave Henderson reviewed the process leading up to a planned December 6, 2018 Budget Meeting to formally approve and adopt Operations and Reserves Budgets for 2019.

Treasurer's Report: Subsequent to the September 20, 2018 Board of Directors meeting, actions of major importance from a financial perspective included the following:

- Worked with the Building Committee and Landscape Committee to get remaining projects wrapped up as soon as possible prior to year-end.
- Worked with Atlas Insurance and Sunstate Management to finalize the 2018-2019 Insurance Deductible Summary, get it posted on the Pelican Landing website, and make it available to all unit owners,
- Spent a great deal of time working with Atlas Insurance, Sunstate Management, and representatives of the Buildings Committee and Landscape Committee to prepare draft Proposed Operations and Reserves Budgets for review by the Board of Directors at the October 16, 2018 Board Workshop and approval for review with the membership at the November 10 Annual Meeting and then formal consideration for approval and adoption at a Budget Meeting to be scheduled for December 6, 2018. Accordingly, I have the following motions I would like to make for approval by the Board of Directors:

MOTION – A Motion was made by Dave Henderson for approval of a proposed \$100 increase in the quarterly assessment, raising it from \$1,800 to \$1,900 per quarter, effective January 1, 2019, pending formal approval and adoption at a Budget Meeting on December 6, 2018. Seconded by Bob Miller. Motion passed unanimously.

MOTION – A Motion was made by Dave Henderson for approval of the Proposed Operations and Reserves Budgets dated October 8, 2019 for subsequent review with the membership at the November 10, 2018 Annual Meeting and formal consideration for approval at a Budget Meeting on December 6, 2018. Seconded by Bill Kissner. Motion passed 5 for and 1 against.

MOTION – A Motion was made by Dave Henderson for approval of the October 11, 2018 draft letter from the Treasurer, an advance copy of which will be e-blasted to the membership after approval and subsequently mailed to their address of record along with copies of the Proposed Operations and Reserves Budgets. Seconded by Bill Kissner. Motion passed unanimously.

- Regarding the Operations and Reserves Budgets, it is important to note that certain categories in the Operations Budget (e.g., Building Maintenance, Elevator Contract & Maintenance, Pool Maintenance, etc.) are relatively small line items intended for ongoing maintenance, as opposed to replacement of equipment and materials or addition of new hardware or equipment. Therefore, it has been our practice to charge certain projects involving replacement and installation of new equipment against the appropriate reserve budget. Accordingly I am asking for the Board's formal concurrence with this practice in the following motion:

MOTION – A Motion was made by Dave Henderson for Board of Directors concurrence with the practice of charging various maintenance projects involving replacement of existing equipment and materials or

installation of new equipment against the appropriate reserves budget with the approval of the Treasurer. Seconded by Joe Bieluich. Motion passed unanimously.

Committee Reports:

Social Committee: No report given. Bill Kissner reminded everyone about the annual meeting and the owners' party the night before.

Landscape Committee: Nancy Miller reported that the palm and tree trimming will take place in early November, and the mangroves will be cut in January.

Building Committee: Bill Kissner reported that a number of items have been wrapped up. Landscaping and pavers are all done, the driveways have been repaired and sealed, and the pool heater has been replaced. Ongoing projects are the water leak in D building, the clubhouse ceiling, the fire system being upgraded, and the main valve and the shutoff valves on B building being replaced. Bill also spoke about the need to have private property signage on the beach-front to stop trespassers.

The Deck and Dock Committee: Bill Kissner gave the report. He spoke about trying to contact Adams and Nicholas, a survey study and permitting company again. ANE has offered to give a short presentation to the membership at the annual meeting, and Bill is trying to set that up.

Insurance Recovery Committee: Frank Saracino reported that this is an on-going project and needs to be completed with Atlas Insurance and then updated periodically. He also spoke about the importance of establishing a relationship with a contractor.

Unfinished Business: None

New Business: None

NEXT MEETING **Annual Meeting:** Saturday, November 10, 2018 9:00 AM, to be followed by Board of Directors Organizational Meeting.

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

The meeting adjourned at 10:13 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; _____