

# PELICAN LANDING CONDOMINIUM ASSOCIATION, INC.

(A not-for-profit corporation)

## BOARD OF DIRECTORS MEETING

Thursday, April 18, 2019

At the Pelican Landing Clubhouse

**CALL TO ORDER:** Richard Decker called the meeting to order at 9:01 am.

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

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

**Minutes:** A Motion was made by Nancy Rocknich to approve the minutes from the Amended Reserves Budget Meeting on March 21<sup>st</sup>, 2019. Seconded by Frank Saracino. The Motion passed unanimously. A Motion was made by Frank Saracino and seconded by Nancy Rocknich to approve the minutes from the Board Meeting on March 21, 2019. The Motion passed unanimously.

**Treasurer's Report:** Since the March 21 Board of Directors meeting, the following actions of major importance from a financial perspective included the following:

- Distributed March financial reports to the Board of Directors for review.
- Continued to work with the Building Committee on the proposed contracts with ANE and Pinnacle for the feasibility study related to the bayside seawall and dock projects.
- Per approval of the Board in March, made the needed changes in the Easement Agreement with Charlotte County for beach restoration activity on Pelican Landing property west of our Gulf Coastal Armoring (seawall), signed the final version and had it witnessed and notarized and sent it to Charlotte County Certified Mail – Return Receipt Requested. Sent the completed document to Sunstate Management with the return receipt to become a permanent part of our Association records.
- Worked with Dave McMahon, our Agent with Atlas Insurance, to ensure that we will have a comprehensive insurance package and premium financing agreement for review by the Board at the April 16 Board Workshop, and consideration for approval at the April 18 Board of Directors Meeting (prior to the April 29 policy renewal date).
- Continued to work with the Building Committee and Dave McMahon to keep our roofing claim moving forward.
- Through March 31, our Operating Expenses are only \$377 under our Total Income, allowing little flexibility to absorb increased expenses beyond budget.

### Committee Reports:

**Social Committee:** No report – other than it's been a good year so far.

**Landscape Committee:** No report.

**Building Committee:** Eric reported that the re-piping of Building B will be done this summer. There is much more roof damage from the wind storm in December than was expected, so the committee is going to recommend that the roofs be replaced sooner rather than later. The committee is waiting on the insurance report. The roofs and finances were discussed, as well as metal vs. shingle roofs. Ed suggested getting updated numbers for shingles vs. metal roofs. Frank

Saricino will put together a report once the new proposals come in and he will get the options to the Board for further discussion.

**The Deck and Dock Committee:** Eric Michalak gave the report. He has two contracts that they would like to get approval for today. The first is a contract for Adams and Nichols for due diligence and preapplication of services in which they will determine what the Association needs to be in compliance with the seven governmental agencies as far as repairing, replacing, and expanding the sea wall to protect the property or projects with the dock and any reconfiguring or expanding the square footage. The second is a preconstruction services agreement with Pinnacle Building Corporation a dock and seawall builder. They will provide the information that Adams and Nichols will need going forward. Small amendment on each contract per Dave – on insurance portion of contract, the word “named” should have a strike through and a line for both parties to initial the change. **MOTION made by Dave Henderson and seconded by Frank Saracino to amend the Adams and Nichols contract in the part dealing with required insurance coverage from “Additional Named Insured” to “Additional Insured”. Page 2, under project assumptions, bullet point 5. Motion passed unanimously. MOTION made by Eric Michalak and seconded by Frank Saracino to approve the Adams and Nichols contract in the amount of \$7800 as amended. Motion passed unanimously. MOTION made by Dave Henderson and seconded by Frank Saracino to amend the Pinnacle contract to change “Additional Named Insured” to “Additional Insured” on page 3, (C), required certificate of insurance. Motion passed unanimously. MOTION made by Dave Henderson and seconded by Nancy Rognich to approve the Pinnacle contract for \$800 as amended. Motion passed unanimously.**

**MOTION made by Frank Saracino and seconded by Nancy Rognich to amend the agenda to add a “7e” onto the agenda – Insurance Recovery Committee. Motion passed unanimously.**

**Insurance Recovery Committee** – Frank Saracino gave the report. It was suggested by Atlas Insurance to form this committee to put together an insurance recovery plan. If a catastrophic event occurs, the insurance kicks in with money but there are deductibles, and some parts of the devastation that might not be covered under the insurance policy. Two phases – how much money will the Association have to bring it back to whole in case of a catastrophic occurrence, and does the Association have a list of contractors that will commit to having Pelican Landing as the most favorable association to come do the repairs. Goal is to work with Atlas and make sure the Association has money directly after occurrence, and Ed working with Atlas to get a list of contractors that would be committed to come to Pelican Landing with great expediency after a catastrophic occurrence. The committee consists of Frank Saracino as Chair, Jim LeRoy, and Nancy Rognich. They met with Annie from Atlas and Atlas provided binders with information on what to do during and after a catastrophic event. Phase 1 is complete. In the end, a binder will be provided (two copies – one with Ed and Sunstate, and one with the President of Pelican Landing) with complete step-by-step information for the Association to do days before and after a hurricane or catastrophic event.

#### **Unfinished Business:**

**Elevator Maintenance, Repair and Replacement** – Ed was asked to contact Oracle and requested six keys for each elevator. Mike with Oracle is going to bring them next time he comes out, and they will be put in the elevator room. Ed also asked Mathew with Oracle to come out to give a proposal for replacement.

#### **New Business:**

**April 29<sup>th</sup> Insurance Package Discussion/Approval** – Dave McMahon went over the 40-page insurance packet at the workshop. The Association has been given a quality packet with top rated companies from Atlas covering all the insurance needed except for flood which is due later in the year. It is costing much more than anyone could have anticipated. **MOTION made by Dave Henderson and seconded by Frank Saracino to approve the insurance package presented by Atlas Insurance Agency at the April 16<sup>th</sup> Board of Directors workshop to include pollution environmental impairment liability, \$688, to cover the pool and spa, and the premium finance agreement in the package. Motion passed unanimously.** The premium expense exceeded the amount included in the 2019 operating budget for insurance. **MOTION made by Dave Henderson and seconded by Frank Saracino to authorize providing notice to all unit owners of a meeting to be conducted on May 9, 2019 (with the option to move it to May 16, 2019) to consider a special**

assessment of \$370 per condominium unit to raise a total of \$31,080 to be used to pay for unanticipated insurance premium increases for policies covered by the General/Wind/Umbrella/WC expense category within the operations fund. Motion passed unanimously.

**NEXT WORKSHOP/MEETING:** Tuesday May 7<sup>th</sup>, 2019 9:00 AM Thursday May 9<sup>th</sup>, 2019 Immediately following the Special Assessment Meeting.

**ADJOURNMENT:** There being no further business to come before the association, a **MOTION was made by Nancy Rocknich and duly seconded by Paul Chase that the meeting be adjourned. The Motion passed unanimously.**

The meeting adjourned at 11:42 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; \_\_\_\_\_