

**PELICAN LANDING CONDOMINIUM ASSOCIATION
of CHARLOTTE COUNTY, INC.**

(A not-for-profit corporation)

BOARD OF DIRECTORS MEETING

Thursday, September 17, 2020

**Due to Covid-19, Meeting Held by Conference Call
With Member Dial-In Access**

CALL TO ORDER: Richard Decker called the meeting to order at 9:06 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, Dave Henderson, Treasurer, David Frustaci, Assistant Treasurer, Bill Kissner, Secretary, Paul Chase, Director and Eric Michalak, Director all on the teleconference or conference call. Also present, Ed Olson from Sunstate Management was on the teleconference.

APPROVAL OF THE PREVIOUS MINUTES: MOTION made by Dave Henderson and seconded by Eric Michalak to approve the minutes of the July 16, 2020 Board Meeting. Motion passed unanimously.

TREASURER'S REPORT: Since the last Treasurer's Report of July 16, 2020, the following actions by the Treasurer of major financial importance are as follows:

- Effective July 17, 2020 I assumed the Treasurer's responsibilities from Dave Henderson as approved by the Board of Directors at our June 18, 2020 Board meeting.
- Contacted Staebler Appraisal and Consulting Services regarding updating our March 19, 2018 appraisal. They agreed to honor the \$975 quoted fee to provide the updated report. I anticipate receiving the report by the end of August. I will forward the report to Atlas Insurance so they can update their estimate of our 2021 Insurance costs to be used in our 2021 Budget.
- Reviewed an August 11th letter from Atlas Insurance regarding our Insurance Budget for 2021. Dave McMahon estimates that our policies will increase by \$24,000 plus whatever increase we have based on the new appraisal versus the 2018 appraisal.
- Continued follow-up on the Elevator Modernization Contract with Dave Henderson. Oracle expects the project to be completed prior to October 31st. Discussed whether to request a certain order for the 4 buildings. We need to determine if certain buildings need to be done first to accommodate owners with medical conditions or other restrictions that require elevators to get to their units.
- Received final bill from Odeh and after discussion with Eric and Bill regarding whether the work was complete, approved the payment.
- Received updated appraisal from Staebler Appraisal and Consulting Services. The Appraisal is included in your September packet. Based on the updated appraisal, Atlas Insurance anticipates an increase of approximately \$34,000 when we renew our 2021 policies assuming no major hurricanes.
- Continued follow-up on the Elevator Modernization Contract with Dave Henderson. Sent second installment payment of \$87,717.30. Project start date was September 8th. Dave will continue to spearhead this project and expects a completion Date of October 31st.
- Had numerous discussions with Eric Michalak, Bill Kissner, and Dave Henderson regarding information needed and cost estimates for current and future projects.
- Prepared 2021 PROPOSED budget and PROPOSED 2021 Reserve budget, that are included with your September packet.

- Continued working with BB&T (now Truist) to get operating account opened and provide final documentation needed to finalize Elevator Modernization loan agreement. I expect the final agreement to be executed on or about September 21st. Dave and I will be signing the documents as we are both out of State allowing the document to be exempt from Florida tax stamps.

As part of my Reserves Budget, I am recommending transferring the unused portion of the 2019 Roof project of \$90,974 to Deck, Dock & Seawall to fund that project, expected to be \$82,440 with the remaining balance of \$8,534 to go to the Buildings Reserve. In order to accomplish this, I will put forward the following motion

MOTION: Motion made by Dave Henderson and seconded by Frank Saracino to accept the Treasurers report as written with the minor amendment to the end of the report. Motion passed unanimously

MOTION: Motion made by Dave Henderson and seconded by to Frank Saracino to approve, subject to an approval by membership vote at the annual meeting, the transfer of \$90,974 of unused roof replacement reserves to Deck, Dock & Seawall reserve in the amount of \$82,440 with the balance of \$8,534 to go to the Buildings Reserve.

At the June meeting, Dave mentioned that a letter had been written to Innovative Marine with a lot of documentation. They are not willing to do anything voluntarily, and Dave thinks the Association should regard the issue as a “dead issue.”

MOTION: Motion made by Eric Michalak and seconded by Dave Henderson to move the budget discussion to this point in the meeting. Motion passed unanimously.

2021 Budget and Reserve Discussion:

MOTION: Motion made by Dave Henderson and seconded by Eric Michalak that effective Oct. 1, the Association increase Rob’s hourly wage to \$20 for the remainder of 2020 and then effective January 1, 2021, increase his hourly wage to \$21 per hour. Motion passed unanimously.

MOTION: Motion made by Dave Henderson and seconded by David Frustaci to increase the monthly management fee beginning January 1, 2021 from \$1400/month to \$1450/month. Motion passed unanimously.

The reserve budget was discussed. There is some fine tuning needed – extensive discussion was had. Dave Henderson mentioned that there will probably be a \$250 increase per quarter in order to have the funds that the Association needs to complete the projects that need to be completed. David Frustaci and Dave Henderson are going to work together to finish this budget.

Social Committee: A new directory will hopefully be available for the owners meeting.

Landscape Committee: A price for booting the trees was given – Bushwhacker to give another bid for that. There are a couple Australian pines growing in the Sea Oats area. Richard Decker to dig them out. Discussion was had regarding a homeowner that will not trim the trees on his property. Mrs. Decker to call the county – Ed recommended that all on the zoom call the county so the complaint will have more weight.

Building Committee: Eric Michalak reported. Out of 35 items listed, only 7-8 have been resolved, but the rest are in the middle of the planning stage or in the middle of being done. This adds to the urgency for the money. The sidewalks need to be repaired as soon as possible. This needs to be the top priority. The Board is hoping to get two bids for this within the next week. Future

maintenance – bid was received from Waterproofing maintenance. Four items are all in the B building currently that need to be repaired. These items were reviewed. Bill has been in touch with USA fence. Communication has been difficult; he is hoping to resolve this in the near future. Rob has been doing a lot of work in the community – power washing, parking bumpers, etc.

Boat and Dock: Eric Michalak reported. The mangroves and the seawall were discussed. A vote will be needed for the change of the layout.

UNFINISHED BUSINESS:

Rules and Regulations: Heidi Kristensen reported. She provided a document with suggested changes and discussed them. These changes would be a Board vote, not a membership vote. Ed to get these documents ready for a Board vote at the October meeting.

NEW BUSINESS

2020 Annual Meeting: Weather permitting, there will be a table outside, and then very limited seating within the clubhouse. Ed presented an authorization to allow members to call in or teleconference into the annual meeting.

NEXT Workshop: 9:00 am Tuesday October 13, 2020 – NEXT Board Meeting: 9:00 am Thursday October 15, 2020 – Venue TBD

ADJOURNMENT: There being no further business to come before the Association, **MOTION was made by David Frustaci and duly seconded by Eric Michalak that the meeting be adjourned. The Motion passed unanimously.**

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; _____

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