

BOARD APPROVED:

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

(A not-for-profit corporation)

BOARD OF DIRECTORS MEETING

Thursday, January 20, 2022, at 9:00 a.m.

Due to Covid-19, Meeting Held by Zoom and Conference Call
With Member Access

CALL TO ORDER: Heidi Kristensen, President called meeting to order at 9:00 a.m.

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

BOARD MEMBERS PRESENT:

Heidi Kristensen, President
Eric Michalak, Vice President
David Frustaci, Treasurer
Frank Saracino, Director
Tom Miller, Director
Paul Chase, Director

SUNSTATE MANAGEMENT GROUP, INC., STAFF PRESENT:

Lisa Taylor, LCAM
Edward Olson, LCAM

QUORUM: President, Heidi Kristensen determined that a quorum of Board Members was present.

APPROVAL OF BOARD MEETING MINUTES:

- a. David Frustaci made a motion to approve the Organizational Board Meeting minutes dated November 6, 2021. Tom Miller seconded the motion which passed unanimously.*
- b. David Frustaci made a motion to approve the Budget Adoption Meeting Minutes dated December 9, 2021. Paul Chase seconded the motion which passed unanimously.*
- c. Frank Saracino made a motion to approve Board Meeting Minutes dated December 9, 2021. David Frustaci seconded the motion which passed unanimously.*

TREASURER'S REPORT: – David Frustaci reported on numerous actions that occurred since his last report in October 2021, which included working with the building committee and other members to identify anticipated projects for 2022. He stated the budget was adopted during the December 9, 2022, Board meeting and that the annual assessment will increase by \$50.00 per quarter, per owner. He also stated that after reviewing the October, November, and preliminary December financials, the adjusted year-to-date surplus is \$59,013. He said the majority of the surplus is from insurance savings and payroll costs while the Association was without a maintenance supervisor. David stated that he intends to allocate \$50,000 of the surplus to the Deck, Dock and Seawall reserve to reduce the special assessment. The remaining balance will be allocated as needed to the Buildings and the Pool reserve accounts.

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COMMITTEE REPORTS:

- **Social Committee** – Irene Viti provided an overview of activities that the committee had planned during the month.
- **Landscape Committee** – Mary Linda Coward reported that Dalton’s trimmed the additional Palms, Sea Oats, and cleaned up the vegetation that was damaged due to the last storm. She thanked Dalton’s for the free flagpole and reminded the Board that Dalton’s was raising their palm trimming prices to \$35.00 per tree. Mary Linda stated that the vegetation by the pool will be replaced, and that the committee is planning on having the front entrance shrubs trimmed so that drivers can see the entrances better at night. President Heidi Kristensen thanked Mary Linda and her committee for being so proactive.
- **Building Committee** – Bill Kissner explained that the committee is prioritizing projects based on costs and will develop a plan for each building. For the stucco repairs, Bill stated that the committee recommends accepting the bid from Waterproofing Contractors of Florida. **David Frustaci made a motion to accept the bid from Waterproofing Contractors of Florida. Tom Miller seconded the motion which passed unanimously.** Bill then discussed several projects that he and the maintenance supervisor are working on, such as repairing storm doors, installing the new bike racks, and keeping up with numerous workorders. Bill stated that he received a proposal for a new pool cover costing \$4,418.86 plus shipping and handling. After a short discussion, **David Frustaci made a motion to approve spending up to \$6,000.00 for the purchase of a new pool cover. Eric Michalak seconded the motion which passed unanimously.** The Board discussed requiring owners to submit an Architectural Review Application and Contractors Acknowledgment of Guidelines for any construction project. **David Frustaci made a motion to approve using the revamped Architectural Review Application and Contractors Acknowledgement of Guidelines. Tom Miller seconded the motion which passed unanimously.** The Board will mail out a copy of the forms to owners and vote during the next meeting to begin requiring the form for all projects.
- **Deck, Dock and Seawall Committee** – Jason Adams gave a presentation on the current status of deck, dock and seawall repair. He said that the Department of Environmental Protection (DEP) removed its objections, and an emergency permit was issued to begin repairs. The Board discussed hiring Pinnacle Building Corp to repair the dock for \$6,075.00. **Tom Miller made a motion to accept the bid from Pinnacle Building Corp to repair the dock for \$6,075.00. Frank Saracino seconded the motion which passed unanimously.**
- **Rules and Regulations Committee** – Mary Linda Coward reported the committee was asked to approve designating a parking space as “courtesy parking” for Paul Chase. She said the committee didn’t feel that they could make that decision and instead were referring it to the Board. The Board had a lengthy discussion regarding allowing parking spaces closest to the building elevators to be marked as “courtesy parking” although the governing documents don’t allow assigned parking spaces. **David Frustaci made a motion to seek a legal opinion from the Association’s attorney regarding designating parking spaces as “courtesy parking” spaces. Eric Michalak seconded the motion which passed unanimously.** The Board asked management to send the request to the Association’s lawyer and to put the issue on the new Board Meeting agenda for further discussion.

BOARD APPROVED:

UNFINISHED BUSINESS:

None

NEW BUSINESS:

The Board discussed the proposal from Pye Barker to replace the Fire Alarm Control panel in Building "D" for \$3,845.00, not including permits. ***David Frustaci made a motion to accept the proposal from Pye-Barker to replace the Fire Alarm Control panel in Building "D" for no more than \$4,000.00. Heidi Kristensen seconded the motion which passed unanimously.***

Tom Miller asked to Board to consider installing solar panels. The Board tabled the discussion until more information could be obtained.

NEXT MEETING: – February 17, 2022, at 9:00 a.m.

ADJOURNMENT:

There being no further business to come before the Board, **David Frustaci made a motion to adjourn the meeting at 11:47 a.m. Tom Miller seconded the motion which passed unanimously.**

Submitted by:

Lisa Taylor, LCAM

For the Board of Directors at Pelican Landing Condominium Association of Charlotte County, Inc.

The Secretary; _____