

# *Avellino Isles*

## *Condominium Association, Inc*

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### **Board of Directors' Meeting Minutes**

April 27, 2020

Conducted Via Teleconference

**Call to Order:** The Meeting was called to order at 3:04 pm.

**Notice of Meeting:** Notice of the meeting was posted in accordance with FL Statute 718.

**Quorum of the Board of Directors:** Rein Mannik, Margo Vincent, Linda Cataldi & Ann Graham.

**Also, Present:** Heather Keel, CAM of Cambridge Management

**Approval of Prior Meeting Minutes:** Copies of the Meeting Minutes from the March 30, 2020 Board Meeting was provided to the Board of Directors in advance of the meeting.

A Motion was made by Margo Vincent to waive the reading of the Amended minutes and approve them once submitted with noted changes. The Motion was seconded by Linda Cataldi and passed unanimously.
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#### **Management Report:**

- The initial inspection to repair the Fire Escape doors was completed, the quote was higher than anticipated at \$12,000, other proposals have been requested.
- The condensate line cleanings will get completed this month, once we have a date it will be provided to the residents.
- The building numbers for the rear of the two-story buildings have been received and we will have Jack with Watermark schedule with Margo.
- Proposal for power washing the second-story balustrades is for \$100 pre patio.

**President's Report:** None

**Treasurer's Report:** John Dobra reviewed March financials and reported that we are in good shape in expenses.

- Water - \$4000 over water bill for buildings (problem not yet identified)
- Irrigation Water - \$1000 over year to date due to drought
- Exercise Equipment- \$2300 over in treadmill repairs
- Clubhouse Janitorial- over year to date
- Clubhouse Interior- over \$1000 due to lady's room work
- Pool & Spa - \$3000 over, two bills for last two months of 2019 paid
- Electrical & Lighting repairs – over slightly
- Main Shut offs Cleaned- over year to date
- Office Expenses- high due to annual meeting, interest being charged on #9-101

**Vice President's Report:** Rein reviewed ARC process for the Architectural Review Committee and reported on a few items.

- Rein has put together a structure for the process forming a committee separate from the board.
- The updated ARC form will eventually be posted on the website. Notification is required for alterations in unit windows, door replacements, permits might be required. Owners must ask contractors regarding permits if necessary.
- Administered by Property Manager, the documents will be sent to the committee for approval then management will contact owner if approved.
- Ann & Rein will be working together to make a team from the community to discuss roofs.
- The painting of gutters and several other projects will require a lift onsite.
- Larry Ruston a homeowner and paving expert in the community reviewed the paving and feels confident that we can wait until 2026.
- Necessary repairs will be made by year.
- Generators are approved on a case by case basis. If an owner wants to use a generator an ARC must be submitted for approval – storage of fuel is the biggest concern.

### Committee Reports:

- **ARC Committee** – new process for ARC applications has been put together by Rein and the committee as discussed earlier.
- **Landscape Committee** – Linda Cataldi reported that Leo Jr. will be working on trimming of bushes, cleaning up at gate area, mailbox & clubhouse plantings are getting done. Two donations of trees were received by Bob Iorii & Mark Duchene for the flowering around the pedestrian gate area benches.
- **Lakes and Fountains**- Margo Vincent provided a general review of the condition of the lakes. Cane toads were removed from the lakes. None of the land fountains are down, lake fountain in lake 18 had a pump replacement.

A Motion was made by Rein Mannik to officially put into record that lake 18 had the existing pump motor replaced in the amount of \$6516. The Motion was seconded by Linda Cataldi and passed unanimously.

- **Building / Structural Committee**- Greg Gruber reported on completion of committee projects.
  1. All fire hydrants were painted on April 6
  2. The fire alarm panel at building 566 had an annoying beep which was fixed on March 20<sup>th</sup>. Fred Conforti led the effort to discover that there was a faulty gasket material on the water flow switch, which could cause water/rain to get it. There were also loose wire connections which caused the problem to be intermittent. An end of line resistor was also replaced.
  3. A fire alarm systems specification to support RFP to bid the work that Cintas has been performing was completed.
  4. Two evaluations received from paving contractors regarding the work that is necessary and when it would occur. Larry Ruston, resident paving contractor expert reported that the roads are in good shape due to the quality of material and work when done initially.
  5. An engineer's report from Collier County Water Department was received. The report is based of the two meters which feed Avellino Isles. The report was requested to verify the accuracy of each meter making sure the readings are correct. It indicated that the meters are running 100% accuracy.
  6. A group rate cleaning for lanai floors and screens will also be discussed.
  7. Rein Mannik recommends that light fixtures should not be addressed until after repainting of the buildings.

- **Legal**- Teleconference with attorney, roof claim is progressing. COVID-19 might have an impact on the schedule.
- **Clubhouse Committee**– Rick Feldt gave an update on the clubhouse & gates. Rick has been doing a daily check of the clubhouse, everything is working fine.
  1. Naples Fitness did wiping down of all fitness equipment & cleaned rubber floors.
  2. Advanced Air replaced air filters & air handlers.
  3. American Leak Detection checked for leak around sinking pavers by pool and spa. A leak was not found.
  4. Watermark repaired the pavers that were sinking by pool and spa.
  5. Right side of entrance gate was not opening on 4/26/20, Rick manually opened.
  6. New IQ was out the next morning to repair, gates are now operational.
  7. Reopening of clubhouse – a few days will be given to Delta to clean the clubhouse once the time comes.
- **Social/Welcoming Committee** – Linda Cataldi thanked Lynn Hawkins for her hard work this year. Cindy Howey and the Spring committee will have some events in the future.
- **Communication**- None
- **Safety Committee** – None
- **Insurance** – None
- **Governance** – None
- **VCA**- Rick Horner reported no issues at the time.

**Old Business:**

- Oil Stain Cleanup: Trafford Pressure Cleaning used the microbial method to the best they could.

**New Business:**

- Seed to Table Project: Seed to Table delivery to community was cancelled on 5/1/2020. The residents were all emailed of this change.
- Cane Toad Tadpole Removal Update: Cane toads and tadpoles were removed from the lake.
- Concrete Preservation Discussion: Open Decks that have tile grout, will need to be sealed periodically maybe annually.

**Adjournment:** With no further business to discuss, the meeting was adjourned at 4:39 pm.