

# *Avellino Isles*

## *Condominium Association, Inc*

---

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

May 26, 2020

Conducted Via Teleconference

**Call to Order:** The Meeting was called to order at 3:03 pm.

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

**Quorum of the Board of Directors:** Steve Sorett, 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 April 27, 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. The Motion was seconded by Linda Cataldi and passed unanimously.

#### **Management Report:**

- Helen Dedicated Hours: Tuesday and Thursday 8am – 11am
- Circulation of Check Register: Rick Feldt & Greg Gruber added to the check register review emails twice a month.
- Elias Brother Work Order Process: Roof Leak repairs are issued to Elias Brother's. We requested individual invoices and photos of each roof leak and repair to provide to Key's Claims as part of the Insurance process.
- Board Meeting Schedule: The meeting in August will be held if necessary. A schedule with the meeting dates will be emailed to the homeowners.

#### **President's Report:**

- Hurricane Irma Insurance Claim Status: Currently in the appraisal process, we should have a result by the end of the year.
- Clubhouse Status: Pool is opened, and steps have been taken to reopen the grill areas. The opening of the clubhouse will be considered at the next board meeting.
- Parking Enforcement: A few individuals parking inappropriately and violating the rules. If you see a vehicle parked incorrectly, please contact Management.
- Hurricane Preparedness: This year we are asking anyone that is planning on staying during hurricane season to send their contact info and home watch information to Heather & Helen to keep on file.
- Write Up of Meeting Minutes: They should be brief but accurate to avoid legal issues for having detailed minutes.

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

- Water - \$5,500 over, variability in water usage
- Irrigation Water - \$2700 over
- Exercise Equipment- \$3800 over

- Clubhouse Janitorial- over \$4000
- Office Expenses- interest being charged on #9-101 for not paying assessments

**Vice President's Report:** Rein reported on a few items.

- There are 3-6 major hurricanes being predicted this year. Reminder to all owners to get a Noa Radio if staying at Avellino. When a hurricane hits and its more than 40mph winds, there is no service and we will not know who is in the community at the time.
- A list of homeowner's staying in town will need to be put together.
- Guidelines are being put into place for portable generators.

**Committee Reports:**

- **ARC Committee**

A Motion was made by Rein Mannik to adopt the revised ARC Form and governing documents for all future homeowner requests. The Motion was seconded by Linda Cataldi and passed unanimously.

- **Landscape Committee** – Linda Cataldi reported on landscaping.
- **Lakes and Fountains-** Margo Vincent reported on the lakes & fountains.
- **Building / Structural Committee-** Greg Gruber reported on items below.
  1. The committee met to discuss topics, such as generator guidelines. A document will be received in June discussing the amount of fuel permitted to be stored.
  2. There are two types of color lights around the community as you look around at night. Delta Janitorial has replaced 24 with fluorescent light bulbs and will continue to replace with the correct light when they are received in shipment.
  3. Building light fixtures made of cast aluminum, cannot just repaint them. Meeting on May 21<sup>st</sup> with Florida Painters and getting a cost for refinishing and or replacing with new.
  4. Sprinkler valve issues reported, spigot handles missing, contractors doing door washing.
- **Legal-** #9101 being settled, a separate matter being subrogated by two owners on a case previously settled in 2018.
- **Clubhouse / Safety Committee**– Rick Feldt gave an update on the clubhouse
  1. Rick has been doing a daily check of the clubhouse, everything is working fine.
  2. Toilets being flushed twice a week.
  3. Restroom locks on doors changed for no access from inside.
  4. GymSource treadmill repairs being made tomorrow May 27<sup>th</sup>.
  5. Had problems with pool electronics 3 times last week, Pure Pools looking into a solution.
  6. Grills were all spotlessly cleaned by Delta.
- **Social/Welcoming Committee** – Cindy Howey will be taking over May – October.
- **Communication / Governance-** Jane Moore is posting documents on the website.
- **Insurance** – None
- **VCA-** Rick Horner updated on the Link Connection system through the VCA which will work as designed in hurricane season.

**Old Business:**

- Cintas Contract: Greg Gruber reported on the Cintas RFP, and Specifications were done by Fred Conforti.
- Building Janitorial: Schedule with Pelican Builders between Linda & Heather.
- Fire Doors: Waiting on Code Enforcement for a follow up to determine if exterior closer is needed.
- Pressure Cleaning: Obtaining proposals to have the pressure cleaning of the second story balustrades done from the ground.

**New Business:**

- Clubhouse Janitorial: Meeting with Debra Harrison from Delta, Linda, Steve & Heather to discuss services and issues.

**Adjournment:** With no further business to discuss, the meeting was adjourned at 5:45 pm.