

# GREENWICH PROPERTY OWNERS ASSOCIATION, INC.

## BOARD OF DIRECTOR'S MEETING

Tuesday, May 8, 2012 6:15 p.m.  
Greenwich Community Pool Cabana  
145 Greenwich Circle, Jupiter FL

### MINUTES

#### CALL TO ORDER

President Kevin Kelly called the meeting to order at 6:16 pm. A quorum was established. Board members present: Kevin Kelly, President; David Monsour, Secretary; Gregory Faucher, Treasurer and David Ferris, Director. Representing Capital Reality Advisors, Inc. (CRA) was Chet King.

#### APPROVAL OF THE LAST MEETING MINUTES

The Board reviewed the April 3, 2012 meeting minutes. Following the review Dave M. motioned to approve the minutes as presented. Kevin seconded the motion and all approved.

#### TREASURER'S REPORT

The Board and Management reviewed the March 2012 financial report. A general discussion was held regarding the balance sheet, income expense statement and accounts receivable report. It was noted that 8 units are with the attorney for collections of which 4 are in foreclosure.

The Board reviewed a collections status report from Natalie Chin-Lenn. Following review the Board held a discussion.

#### MANAGEMENT REPORT / OLD BUSINESS

Chet King reviewed the Management Report dated May 8, 2012 which covered activities that have occurred since the April 3, 2012 Board meeting. Note: A detailed written report was provided to the Board members prior to the meeting for review and is available to homeowners upon request.

- Landscape, Irrigation, and Pool Maintenance – contractors' activities since the last Board meeting.
- Work order activity.
- Completed projects and planned upcoming projects.
- Property inspections and violation notice activity.

*See attached Management Report dated May 8th – For the Association's Minute records*

**Landscape** – Management advised the Board of a recent notification that the irrigation system would be shut down Thursday, May 10, from 10 AM – 2 PM. The shut down is due to FPL needing to repair a transformer. Discussion was also held regarding the dead plants around the pool fence. Gregory advised he would look into possible replacement options and report back to the Board and Management.

**Pool Entrance Gate** – Management provide the Board with two quotes to replace the existing pool entry gate with a taller gate. Discussion was held regarding the bids and it was noted the cost does not include a lock. Management advised they are working on a third bid and will be discussing the cost for the lock with Sixberry.

**Balcony Repairs** – The Board discussed the balcony repair project and reviewed a notice to owners informing them of the project. Following the review the Board agreed to the notice with no changes. Management was advised to coordinate the mailing.

**Fire System Maintenance** – Management reported issues and concerns with Brothers Fire. The Board had previously approved a bid from Summer's (who verified the repairs noted by Brothers) to complete the repairs noted by Brothers during the last inspection. The repairs were necessary to prevent any issues with insurance coverage.

The Board was provided with and reviewed a copy of the current agreement for the required annual inspection with Brothers. Also provided was an agreement from Summers for the same service. The Board held a discussion and reviewed the agreements. Following the discussion, David motioned to change service providers from Brothers to Summers approving their annual inspection agreement. Kevin seconded the motion and all approved. Management advised a notice of cancellation would be sent to Brothers. The annual maintenance service costs will save the Association about \$950.

**Document Clarification** – Management provided the Board with a list of maintenance items the Board requested clarification on as to responsibility from Natalie's office. The Board reviewed the list and added the water and sewer line repairs and maintenance. Following the addition the Board unanimously agreed with the list and directed management to forward it to Natalie's office for clarification.

**Insurance Renewal** – Management advised the Association that insurance coverage with Brown & Brown was renewed. It was noted that Kevin and David M were involved with the renewal process. The Association's renewal was about \$6,000 over budget. The increase was due to some recommended changes in coverage and additional policies.

David M. advised he would post the information on how owners can obtain insurance certificates on the Association's web site.

#### **NEW BUSINESS / CORRESPONDENCE**

**Campany Roofing** – The Board advised Management there appeared to be a few tiles of a different color on the roof. Management was asked to verify the tile color for all future tile replacements.

**Hose Storage** – The Board discussed the issue of residents not putting hoses away. It was reported they are left in the driveways, hanging on the side of the building, thrown in the bushes etc. Following a discussion David M. volunteered to come up with a uniform standard / rule on how hoses are to be stored. The rule will be forward to the board for review, input and approval.

**ARC Request From Owner** – The Board reviewed an ARC request from an owner to have a satellite dish. The Board held a discussion and approved the request after discussing installation and placement options. David M. advised that when he works on the hose storage rule/standard he would develop a standard for satellite installation. The rule /standard would be forwarded to the Board for review, input and approval.

**E-Mail Request From Owner** – The Board reviewed an e-mail from an owner asking if the sidewalks throughout the community and to the front doors could be pressure cleaned anytime soon. The Board held a discussion and advised they were cleaned around Oct 2011. Management was directed to check out the community and obtain an estimate for any areas which may need to be addressed.

#### **RESIDENT FORUM**

During the resident forum two residents requested the board discuss current violations they received and provide an update as to the wine bar:

1. Wreath on front door. The resident objected to the Board's idea of not having any personal items outside. A discussion was held with the owner and the Board informed the owner her comments would be taken under advisement.
2. Basketball hoops left outside. A resident objected to not being able to leave a basketball hoop outside all the time as it does not fit in the garage and where else could the kids play. A discussion was held with the owner and the Board advised his comments would be taken under advisement.

\*\*\* Kevin advised he would discuss some of the violation issues with New Haven to see how they have been addressing them and report to the Board at the next meeting.

3. Update Regarding Wine Bar – Kevin provided an update on the possible wine bar going into Greenwich. After the discussion and input from residents David M. motioned to put on record that the Association apposes the wine bar. David F. seconded the motion and all approved.

**NEXT MEETING / ADJOURNMENT**

The next meeting is scheduled for Tuesday, June 12, 2012 6:15 p.m. at the pool area.

There being no further business, a motion was made to adjourn the meeting at 7:25 pm. and seconded, all approved.

Respectfully submitted by:

Chet King, LCAM  
On behalf of the Greenwich Owners Association BOD...