

**GREENWICH PROPERTY OWNERS ASSOCIATION, INC.**  
**BOARD OF DIRECTOR'S MEETING**

Tuesday, July 9, 2013 6:30 p.m.  
Greenwich Community Pool Cabana  
145 Greenwich Circle, Jupiter FL

Approved: 9/10/2013

**MINUTES**

**CALL TO ORDER**

Property Manager Chet King, LCAM representing Capital Realty Advisors, Inc called the meeting to order at 6:35 pm. A quorum was established. Board members present: Kevin Kelly, President and Peter Blaibel, Director. Gregory Faucher, Treasurer submitted his resignation from the Board due to relocation for work. Absent was, David Monsour, Secretary.

Currently the Board is down to 3 members. Management advised David has 1 possible replacement but recommended the Board locate another to maintain an odd number of Board members. Board advised they will consider the suggestion.

**APPROVAL OF THE LAST MEETING MINUTES**

The Board reviewed the June 11, 2013 BOD Meeting minutes. Following the review, Kevin motioned to approve the minutes as presented. Peter seconded the motion and all approved.

**TREASURER'S REPORT**

Management reviewed the May 2013 financial report. A general discussion was held regarding the balance sheet, income expense statement and accounts receivable report. It was noted that 4 units remain with the association attorney for collections.

The Board reviewed the draft 2012 year end CPA report. Following review brief discussion was held and Peter motioned to approve the report as presented. Kevin seconded the motion and all approved. Management advised the Board that a notice will go to all owners advising the report is complete and a copy may be requested.

Management provided the Board with an update as to money owed to the POA from the developer and the road completion. The Board agreed to arrangements for reimbursement of phone and water bills paid by the POA. The reimbursement will be in form of a credit toward future billings relating to these two shared expenses. The final lift on the road is estimated to be scheduled in the next 90 days, if all goes as planned with the installation of additional lighting for the ally ways.

**MANAGEMENT REPORT / OLD BUSINESS**

Chet King reviewed the Management Report dated July 9, 2013 which covered activities that have occurred since the June 11, 2013 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 July 9th – For the Association's Minute records*

Landscape – The Board and Management held discussion relating to two Royal palms which have ganaderma. The palms cannot be replaced with palms due to the disease. The Board reviewed information and a quote from Landscape Manager regarding the replacement of the palms with Italian Cypress trees. Following review and discussion Peter motioned to approve the quote from Landscape Manager to replace the royal palms with 15 gallon Italian cypress. Kevin seconded the motion and all approved.

Community Wide Pressure Cleaning – The Board held discussion regarding the cleaning of sidewalks, gutters, curbs, etc. Following discussion the Board decided to table this project for further review possibly tying the project in with the roof cleaning and painting.

### **NEW BUSINESS / CORRESPONDENCE**

ACC Request – The Board reviewed an acc request for approval to install a satellite dish according to the association guidelines. Following review, Kevin motioned to approve the request as submitted. Peter seconded the motion and all approved.

**Correspondence** – The Board reviewed one e-mail from an owner relating to a noise issue with a home across the street in New Haven. The Board held discussion regarding the complaint and advised management to notify the owner to continue to contact the Police and / or Code Enforcement. Kevin advised he had a contact with New Haven Board and would also send them an e-mail.

The Board was also informed of a verbal complaint received from an owner who was having an issue with her tile popping up. The owner was advised by Management that the issue was an owner maintenance issue, and was not an association issue, but her message would be passed on to the Board for their information.

### **RESIDENT FORUM** (no residents present)

### **NEXT MEETING / ADJOURNMENT**

The next meeting is scheduled for Tuesday, September 10, 2013 6:30 pm at the pool area.

There being no further business, a motion was made to adjourn the meeting at 7:10 pm. and seconded, all approved.

These minutes were respectfully submitted by:

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