

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

Tuesday, August 8, 2017
Greenwich Community Pool Cabana
145 Greenwich Circle, Jupiter FL 33458

MINUTES

CALL TO ORDER

Dean Carter, 1st Vice President, called the meeting to order at 6:34 pm. A quorum was established. Board members present: Dean Carter, 1st VP/Secretary; Jim DeVoe, 3rd VP, and Steve McRoberts, 4th VP (via phone). Donna Tagg, LCAM and Steve Chuilli, Sr. Property Manager, from Capital Realty Advisors, Inc. were also present. Peter Blaibel, 2nd Vice President/Treasurer, had a conflict and was unable to attend.

RESIGNATION

The first order of business was to accept the resignation submitted by Kevin Kelly, President. It is with much regret that Dean made a motion to accept Kevin's resignation; seconded by Jim and all voted in favor. The Board wished to thank Kevin for his many dedicated years of service to community and wish him well.

VACANCY/DIRECTOR AND OFFICER POSITION

Steve McRoberts made a motion to name Dean Carter as President; seconded by Jim – Dean accepted the position – all voted in favor. The Board will reach out to see if there is any interest among the community to fill the open director's position.

APPROVAL OF THE LAST MEETING MINUTES

The Board reviewed the minutes from the June 13, 2017 Board of Director's meeting. Following the review, Dean made a motion to approve the minutes as presented; Jim seconded and all approved.

TREASURER'S REPORT

The June 2017 financial report was reviewed. Donna mentioned that she was going to investigate the water bills as they appear to be out-of-line with the budget. There being no questions, the next report reviewed was Collections. The only delinquencies reported were small amounts due and owing from either late fees or a fine.

MANAGER'S REPORT

Donna presented her manager's report and a copy is attached to these minutes for the record

OLD BUSINESS

Proposed Leasing Amendment: No additional ballots were received so the leasing amendment to require a one year ownership before being able to rent a residence dies for the lack of a quorum/response.

Master Association Update: The Board reviewed the comprehensive letter received from Peter Mollengarden addressing the various Associations and their relationship to one another. After much discussion, it was agreed that Steve Chuilli would reach out to the Master Association in an attempt to determine what the Master Association has planned and how they are willing to work with the POA and hopefully have them agree to put something in writing for the Board and the Association's attorney to review and negotiate as needed. In the meantime, a tentative

meeting date will be scheduled with the Association's attorney to explore what would be the best approach going forward.

Required Repairs from Recent Fire Protection System Inspection: Dean made a motion to accept the proposals from Advanced Fire to make the necessary repairs at a cost of \$7,250.00; seconded by Jim and all voted in favor.

Gutter/Fascia Repairs: Donna presented four bids. Steve McRoberts made a motion to work with A Tite Seal to refine their bid and then email the Board for final approval; seconded by Dean and all voted in favor. Dean asked that Donna check with Landscape Manager for a recommendation on how to address the run-off from the downspouts at the ends of the buildings.

Reserve Study: Donna reported that the Reserve Study received was not complete and that she communicated same to GAB Robins. The report only included the Cabana and swimming pool and not the 22 buildings. GAB Robins is working on completing the report.

NEW BUSINESS / CORRESPONDENCE

Ratify Roof Repair on 131 Cat Rock: Dean made a motion to ratify the repair in the amount of \$2,804.00 with Campany Roofing; seconded by Jim and all voted in favor. However, Dean expressed his concern on how long it took Campany to respond and do the approved work and asked that additional roofers be added to the vendors list.

Roof Inspections: A quote was received from Campany Roofing to review the roofs of the 22 buildings and to repair broken tiles and any other noticeable deficiencies. Donna stated that she also asked A Tite Seal for the same quote and had not received it yet. The Board agreed to wait until a quote could be obtained from A Tite Seal.

Building Numbers: A resident suggested putting address numbers on the sides of each building. The Board did not approve.

Additional Janitorial Hours for Grounds Debris Pick Up: It was suggested that an hour each week be added to the janitorial contract for someone to walk the property and pick up debris. The Board felt possibly other arrangements could be made at this time rather than incur an additional expense.

Estoppel Resolution: Due to a change in Florida Statute, a Resolution was presented adhering to the new law in regards to how estoppels must be handled and what prices can be charged for same. Jim made a motion to accept and sign the Resolution; seconded by Dean and all voted in favor. This led to discussion on the Capital Contribution and it was agreed that collection going forward will be put on hold.

RESIDENTS FORUM:

- Residents complained about noise/disturbance issues relating to two townhomes. This will be investigated and the appropriate action taken.
- Concern was also raised about unleashed dogs and residents not picking up after dogs. This too will be investigated and the appropriate violation letters sent.
- Concern was raised that several dead trees that were to be removed had not been removed yet. Donna said she would follow-up with the landscaper.

No further discussion took place.

NEXT MEETING / ADJOURNMENT

Next scheduled Board meeting will be Tuesday, October 10, 2017 at 6:30pm at the pool area.

There being no further business, a motion was made to adjourn the meeting at 8:10 pm; seconded and approved.

These minutes were respectfully prepared and submitted by:

Donna M. Tagg, LCAM
On behalf of the Greenwich POA, Inc.

Note:
SEND TO WEBSITE