

# **GREENWICH PROPERTY OWNERS ASSOCIATION, INC.**

## **BOARD OF DIRECTOR'S MEETING**

**Tuesday February 9, 2021 – 6:30 PM**

**Via Zoom Meeting – Notice And log in data**

**145 Greenwich Circle, Jupiter FL 33458**

### **MINUTES**

#### **CALL TO ORDER**

The meeting was called to order at 6:30 pm. A quorum was established. Board members present: Dean Carter, President; Steve Sanders via telephone, Vice President; James DeVoe, Treasurer; Nicole Chiavarini, Directors Maria Sanders, Kate Wesner and Perry Baldwin. Jeff Green, Association Manager representing Capital Realty Advisors was also in attendance.

#### **APPROVAL OF MINUTES**

The minutes from meetings held on December 8 and December 29, 2020 were reviewed and approved by a unanimous vote of the Directors.

#### **OFFICERS REPORTS**

**PRESIDENT** – Dean reported on the appearance of the newly applied mulch and the cleaned pool pavers.

Dean Directed that proposals be obtained for Janitorial service for the Pool Cabana and servicing the Dog waste station.

**VICE PRESIDENT** – No Report

**SECRETARY** – No Report

**TREASURERS** – James reported on the Associations financial position at the end of 2020. He expressed his pleasurer that all 2020 maintenance fees had been paid up to date with no outstanding balances. Also discussed were savings he hoped would be reflected in the 2021 Reserve accounts and his desire to obtain proposals for painting and landscaping that would reflect how much would be needed from reserves to fund those improvements. Perry asked if the reserves could be used to replace lost Palm trees on Common areas.

#### **LIASON AND COMMITTEE REPORTS**

**ROOF REPLACEMENT** – James updated the Directors on progress and other details including the inability to reach an agreement regarding contract wording with the Engineering firm that was selected to.

oversee the roof replacement project.

James reported that the Associations application to install metal roofs was approved however, the only color permissible was silver.

**MAILBOX RELOCATION** – James reported that the Postal Service was holding up the approval of the application to relocate the mailboxes to Greenwich POA Association property. The postal service was expected to respond by the end of the month.

**LEGAL** – James reported that the M<aster Association had filed answers to the Associations inquiries. We filed affirmative defenses and subpoenaed Master Association vendors to respond to our inquiries.

**IRRIGATION** – Perry provided an update on repairs and improvements being made to the irrigation system.

## **LIASON AND COMMITTEE REPORTS - continued**

**WEBSITE** - Dean advised that updates and new information was being forwarded to the editor of the website. Were being made to the site.

**ABACOA POA** – Kate reported on information received from the Abacoa POA about events and actions.

**LEASING** – Kate reported that she had compile lists of presumed rental and reviewed a letter that Jeff Green will send to all suspected landlords.

### **MANAGERS REPORT**

Jeff reviewed activities and issues covered in his report and asked Directors if they had questions about his report.

### **OLD BUSINESS**

**PUNCH LISTS** - Punch lists for January and February were reviewed and open items were discussed.

**FINING** – Violations for closed and improperly installed hurricane shutters were discussed. After discussion, Jeff was directed to contact owners with violations and aske them to correct the problems cited. It was agreed by the majority that if those`

### **NEW BUSINESS**

**VOTE TO REDUCE THE BOARD SIZE** - James presented a proposal to reduce the number of Directors from 7 to 5. He explained that smaller Associations like Greenwich POA operated with Boards numbering between 3 and 5 Directors. He also explained that the by-laws dictate that the Board should operate with staggered terms for directors which would allow for information about reasons for prior years actions for current years Directors. After discussion James made a motion to allow the Association members to vote on whether the Board should consist of 5 or 7 Directors in future years. Perry and Kate who had been appointed in 2020 would maintain their seats for one more year and based on the members vote either the 3 or 5 candidates receiving the highest number of votes would join the Board in 2021 for 2-year terms.

The motion was seconded by Maria and supported by 5 Directors and opposed by Maria and Steve.

**SWIMMING POOL PROPOSAL** – Jeff presented a proposal from RG Keyser Pool Service to Acid wash the bottom and walls of the pool remove the stains. The Directors were unanimous in their approval to clean the pool.

### **NEXT BOARD MEETING / ADJOURNMENT**

Next scheduled Board meeting will be the Annual Members meeting on Tuesday, April 13, 2021.

There being no further business, a motion was made and approved to adjourn the meeting at 9:30 PM

**Respectfully Submitted,  
Jeff Green, LCAM for the Association.**