

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

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

**Tuesday May 11, 2021 – 6:30 PM - Via Zoom Meeting**

### **MINUTES**

#### **CALL TO ORDER**

The meeting was called to order at 6:30 PM. A quorum was established. Board members present: President Kate Wesner, Vice President Steve Sanders, Treasurer Perry Baldwin, Secretary Christie Evenson, and Director Brian Butler. Jeff Green, Association Manager representing Capital Realty Advisors was also in attendance.

**APPROVAL OF MINUTES**The minutes from meetings held on April 13, 2021 Meeting were reviewed and approved by a unanimous vote of the Directors.

#### **OFFICERS REPORTS**

**President** - Kate reported that she had been working on appointments for Standing Committees. She was changing the names of some of the committees reporting that the Fine & Appeals would be titled Compliance and Web Site will be titled Communications. Kate asked if anybody objected to the changes. All Directors indicated that they were in favor and supported the changes.

**Vice President** – Steve had nothing to report.

**Treasurer** – Perry reported that he had items he will address as part of the New Business and he will provide a detailed report at the next Regular Board meeting.

**Secretary** – Christie had nothing to report on.

#### **LIASON AND COMMITTEE MEMBERS -Appoint ad Organize**

Kate reported that her committee appointments were as follows.

**Roof Replacement Committee** - Dave Monsour II was added and Perry Baldwin and Dean Carter will remain on the committee this year.

**Legal Committee** – Kate reported that she will assume that responsibility.

**Lease and Sale Review** – David Monsour Sr. and Kate Wesner

**Architectural** – Dean Carter, Brian Butler and Steve Sanders. Jeff mistakenly, advised that the Governing Documents prohibited Directors or their Relations from serving on the Architectural Committee.

**Jeff Reviewed the Governing Documents on 5/12/21 and reported that he could find no written restriction that prohibited Board members from serving on the Architectural Review Committee Article 14. Section 14.2).**

**Compliance Committee** – David Monsour Sr. (Chairman), Kevin Kelly and Dean Carter.

**Social Committee** – Still trying to find volunteers.

**Communications Committee** - Still trying to find volunteers.

There were no challenges to Kates appointments and the Directors approved those committee appointments.

Steve Sanders suggested to the Directors that they should contact their neighbors asking for volunteers and if located refer them to Kate for consideration.

### **REPORTS – Committee Chairpersons**

**Roofing** – Perry Baldwin reported that a Red lined proposal was in the hands of the committee and it was being reviewed and modified before submitting it to the Associations legal counsel for review.

**Legal** – Kate reported that she had met with Attorneys Mollengarden and Jeffrey D. Green to discuss the Associations Lawsuits against and by the Master Association. There was little to report at this time and the suits were in the discovery process at this time.

### **OLD BUSINESS**

**2020 Financial Review** – After discussion, the Directors agreed that it was important to comply with the Florida Statutes requirement for Audits of Associations that had more than \$500,000.00 in the Associations control. Treasurer Perry Baldwin made a motion to have the 2020 Finances audited at a cost not to exceed \$5,000.00. The motion was seconded by Steve Sanders and carried by a unanimous vote.

**Swimming Pool Reopening** – The Directors discussed ways that the swimming pool could be re-opened in compliance with the CDC Covid19 sanitizing guidelines. Kate read the opinion that Legal Counsel provided which stated that it was necessary to comply with CDC guidelines in order to safeguard the Association from legal claims from pool visitors who claimed that they became sick while at the Swimming Pool. The Directors agreed that funds were not available to pay licensed and insured companies to comply with the current guidelines. Further discussion yielded to approaches that could help open the pool on a limited basis. Perry Baldwin said that volunteers should be recruited to visit the pool while it is open to comply with the sanitizing requirements and he stated that he would take the responsibility on one day each month. Jeff was directed to see if the current janitor would change his schedule to be at the pool cleaning on a weekend day. Jeff responded that he would approach CRA and request a janitorial schedule change. Jeff reported that Cleaning companies that submitted proposals for service could provide paid visits to the pool as part of their contracts. Jeff agreed to present cleaning contractors proposals at the next regularly scheduled Board meeting however, the proposals he received to date were more than double the funds budgeted for 2021 janitorial service and supplies.

**Volunteers** – Kate reported that she had drafted a form that will be mailed to residents requesting their email addresses and permission to notify them by email about Association business. Kate has also drafted a letter to update the members on the current issues and asking for volunteers. The letter and form will be submitted to the Directors for input before it is mailed.

**Steve Sanders made a motion** to approve preparing the letter and mailing the email request form and letter to the members. Perry Baldwin seconded the motion with was carried by a unanimous vote.

### **NEW BUSINESS**

**Landscape** – Jeff presented four proposals for landscape upgrades and a tree trunk removal in the Greenwich Circle courtyard. After discussion, the Directors agreed that upgrades will be tabled until after the roof replacement is completed and ongoing irrigation problems are corrected. The Board agreed that the owner of 111 Greenwich Cr. would be allowed to pay for extending a downspout and moving an irrigation head if he still wanted to pay for it.

**RESIDENT FORUM/CORRESPONDENCE** – None.

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

Next scheduled Board meeting will be the Annual Members meeting on Tuesday, June 8, 2021.

There being no further business, a motion was made and approved to adjourn the meeting at 9:14 PM  
**Respectfully Submitted**, Jeff Green, LCAM for the Association.