

HAMPTON MEWS CONDOMINIUM ASSOCIATION, INC

Board of Directors Meeting

DATE: Thursday, March 15, 2012 at 10:00 AM

LOCATION: Clubhouse

CALL TO ORDER: The Board of Directors meeting was called to order at 10:05 AM by President, Pete Petrie.

DETERMINATION OF A QUORUM: A quorum was established with 3 Board members present. Those members present were Pete Petrie, Nancy Zebko and Bobbi Cogger. Also present Michelle Thibeault with SMG.

PROOF OF NOTICE OF MEETING: The notice for the meeting was posted in accordance with the Bylaws of the Association and the requirements of the Florida Statute 718.

MINUTES: A **motion** was made by Nancy Zebko and seconded by Bobbi Cogger to approve the previous minutes as corrected. The motion carried unanimously.

PRESIDENTS REPORT: As reported by Pete Petrie.

Pete presented the 2012 year to date budget against 2011 years' budget comparison sheet.

The neighboring associations Presidents have set up a monthly meeting. The order of business is an exchange of information purposes only.

House numbers: Pete investigated prices for new house numbers for Hampton Mews. The purpose of changing the numbers at the Mews is for visibility at night for emergency vehicles and visitors. As an FYI, Pete obtained the price from the neighboring property. Their bid was for \$1,000.00. A brief discussion was had over different numbers. Both Bobbi and Nancy suggested that the numbers all be the uniform. This would be for aesthetic purposes. Bobbi suggested that maybe we could get reflective paint on the numbers. Michelle was instructed to investigate whether or not painting of the numbers is possible, what it would take and how much it would cost.

TREASURERS REPORT: Bobbi reported that she and Pete went to BB&T and the bank reported that management needs to take care of the bank changes. Michelle stated that BB&T is not an association friendly bank and this back and forth is the norm with BB&T. Pete and Michelle reported that Florida Shores has been successful lately with associations. Florida Shores is, also, has a Bauer rating of 5. Bobbi reported that the CDs that BB&T only allows association to purchase 5 year CDs. Pete instructed Michelle to send the Board the Florida Shores information for their review.

MANAGEMENT REPORT: As attached to these corporate records, Michelle reported on the management action list. Steve Lattman told Michelle that the estimate cost of replacement for the irrigation systems would be around \$2,000 per unit. A brief discussion was held over whether or not to reserve for total replacement of the irrigation system. Pete reported we need to put an item in 2013 budget for pumps.

Dryer Vent: Paradise Vent Cleaning came in at \$49.95 per unit. This cost is \$20 than cheaper than the Chimney Cricket. Pete expressed concern about walking the roofs. Michelle reported that in order to avoid walking on the roofs, a lift would need to be rented. The cost would be approximately \$5,000 and would far exceed the tile repair. **Motion** was made by Nancy and seconded by Bobbi to approve the bid from Paradise Vent cleaning for \$49.95 per unit. Michelle was instructed to plan the cleaning around a time that is less disruptive to the owners. Michelle plans for sometime in April. Pete reported that monies should be taken out of building repairs and maintenance.

Roofs: A brief discussion was had over roof inspections. The Board agreed that each time work was done on the roof, that an inspection should be done.

UNFINISHED BUSINESS:

Renters: The Board reviewed the 2012 rental /purchase application. Michelle will mail the new application with a gentle reminder of the association rules for renting the units. The rules states;

Application for the rentals must be obtained from the property manager and submitted to the board at least 5 days before signing a rental contract for their approval. See Appendix D for a sample Application Form.

All rentals require a three-month minimum duration. Known violations of this regulation will be handled in the following manner:

The unit owner will be notified of the violation via certified letter from the property manager. Upon receipt of the letter, the owner will have 14 days to address/correct the violation.

If the Board finds that a fine is justified, the Board may fine the unit owner \$100.00/day up to \$500.00 for the first offence and \$100.00/day up to \$1,000 for any additional offence.

Comcast: Pete instructed Michelle to send a letter of cancellation to Comcast that when the contract is up for renewal, Hampton Mews will not be renewing and do not want it to auto-renew.

Landscaping/New Plantings: Nancy reported on the walk through with Michelle and M&E Landscaping. The goal of this phase would be to add color and use existing plants in different areas for approximately \$2,000.00. The best time to plant is April. Restoring the white stones in between the driveways can happen now.

NEXT MEETING DATE: Thursday, April 26 at 10:00. Bobbi reported that she will let the Board and SMG know if she is available.

ADJOURNMENT: There being no further business to come before the Board, Nancy Zebko **moved** to adjourn, which was seconded by Bobbi Cogger. The motion carried unanimously and the meeting was adjourned at 10:51 AM.

Respectfully submitted

Michelle S. Thibeault

Michelle Thibeault/CAM

Community Association Manager for the Board of Directors at Hampton Mews Condominium Association, Inc