

HAMPTON MEWS CONDOMINIUM ASSOCIATION, INC

Board of Directors Meeting

DATE: Tuesday, April 18, 2012 at 9:30 AM

LOCATION: Clubhouse

CALL TO ORDER: The Board of Directors meeting was called to order at 9:35 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 were Lynn Lake and 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 Bobbi Cogger and seconded by Nancy Zebko to approve the previous minutes as corrected. The motion carried unanimously.

PRESIDENTS REPORT: As reported by Pete Petrie.

Pete reported that there is an eminent conflict of interest in his position on the board. Pete is building a new house with the builder yet we have an Engineering report that states issues with the roofs. It is a conflict of interest for me to be involved in the venting of the roof issues. Pete will not participate in the discussion any further.

Pete comments on the reserve impact of the Engineering report. The Engineer gave us more realistic numbers of the roof at 25 years and replacement costs to be significantly higher at the time of full replacement. The reserve accumulation is at 67% this year. In putting in more realistic number, you have to expect that mews quarterly dues will have to increase to 70% and still come in at just under \$800 per quarter. Pete reported that we could pave the way with the owners by siting the engineering study. The actual percentage that you choose will reflect the increase. Michelle reported that 100% is not the norm. Anywhere from 50 to 70% funding would be comparable to other associations. Pete reported that Hampton Mews would still be under the neighboring associations.

Bobbi reported that although we have not increase in a long time, this jump may seem like a large jump. Pete reported that the Engineering study was long over due for the replacments costs are accurate and we have not had them previously. The Engineering study is not cost of living but an accurate estimate of what it would be to drepaldce the roof. Nancy reported that if we don't start to increase our reserves now and if a replacement roof is needed, a larege special assessment would be needed at that time. Pete also mentinoned that the roofs are a huge xxx on the seller when the buyer is reviewing the purchase of a home.

Insurance. Pete reported that the workmans compensation that was taken out last year andnot planned nor budget for the 2013 year. The Board did not plan to renew the policy.

Pest Control: A couple of resdidents reported stiting rats around the perimeter. Pete reported that Hoskins Pest Control will be palcing rat boxes. Michelle has alerted Hoskins Pest Control

Littoral Shelf: At the Presidents monthly meeting of the associations, Pete was told that Buckingham hired a surveyor and found they were losing a lot of land on their Preserve due to the growth. The cost of the survey was 1700 and found it encroached on their property by as much as 6 feet in some areas. They hired someone to gain back the land. Nancy asked if we might obtain the previous survey from the developer. Michelle reported that she would call Debby Connolly to see if Mews might obtain the survey.

Bobbi asked about the pond management. Pete reported that speaking with the PMA is the only thing that can

be done. Michelle reported that the previous Board took action and was able to send out a lake company clean out the non-indigenous amounts of plantings. Michelle also reported speaking to several lake companies. Aquatic Systems reported that the present lake is up to code and there is a large littoral shelf on the south side of the pond. Michelle repeated that only the PMI is responsible for cleaning the lakes out.

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

House numbers: Michelle reported that the Bissonnette handyman services reported that painting the existing numbers to be painted with flourescent paint was not cost effective. The most cost effective would be to use plaque numbers like Buckingham

Nancy Zebko and Bobbi Cogger regretfully accepted Pete Petrie's letter of resignation. The motion unanimously passed. Pete has sold his home in Hampton Mews and will be moving to another home in Plantations.

Roof guy: Pete reported that we are waiting on a written report. Michelle reported that the roofer seems to agree 100% with the Engineers findings. Nancy asked how that would impact our insurance that says our roof is not up to code. Pete reported that Steve Lapman did not see where there was a problem as the roofs were county approved. Pete reported that the roofer suggested putting 2 solar vents instead of 8 non-solar.

The Board stepped outside to view plantings from the landscaper. M&E Landscaping presented several plants with color to the Board: Red Lady Ti plants, Knock Out Roses and Pink and White Diplomenia..

The Board reconvened the meeting and agreed to approved the bid for color, rocks;

- River Rock at \$775.39
- Color plants at \$1,833.13
- 2 Jasmiine at \$46.00
- All include labor

TREASURERS REPORT: Bobbi reported that she reviewed the services of both BB&T and Florida Shores. Bobbi confirmed Michelle's report that the services of Florida Shores appear to be tailored towards community associations. After a brief discussion, Nancy made a motion and Bobbi seconded to move Hampton Mews monies from BB&T to Florida Shores. Michelle, Pete, Nancy and Bobbi will visit BB&T once the Florida Shores accounts are opened. The motion passed unanimously.

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