

The Links at Haile Plantation Condominium Association, Inc.

Board of Directors Meeting

October 24, 2016

Approved

Links Clubhouse

Call to order/Roll Call/Determination of Quorum

Diane called the Board of Directors meeting to order at 6:00 pm and a quorum was established with Diane McAlhany, Ron Bunker, Tom Hamilton and Ellen Snyder attending. John Crowley participated via speaker phone. Also present were owners Steve Ferguson, Vicki Cotto, Patty Cintron, Elaine Heinrich and Joyce West. Also present was Kathy Houchins CAM Mgr. and Stan Carrier, Maintenance.

Proof of Notice

Notice was evidenced by posting on bulletin board and by signage posted on Friday, October 21, 2016.

Reading of Minutes

Motion was made by Tom with a 2nd by Ellen to approve the August 22, 2016 Minutes as presented. Motion passed unanimously.

Reports of Officers

Presidents Report – Diane reported that she had nothing new to report.

Treasurer's Report – Ron reviewed the financials and commented that we were financially in good shape. Reserves are in great condition and we are close to budget in operation expenses.

Committee Reports

Landscape Committee – Vicki reported that the work approved by the Board has been completed with all but 4 garage buildings. The remaining 4 will be added to next year's improvement project. She recognized an email she received from Management regarding the shrubs and their maintenance and will be working with Dan to make sure this work is looked at.

Compliance Committee – Elaine stated she concentrated on the entry doors with bubbles in the paint and some missing the kick plates and that she only had a few other items that needed attention. Overall, owners are taking care of items that need attention.

Manager and Maintenance Reports

Manager Report (Attached to these minutes) –

Landscaping – Dan had placed 75 yards of mulch to clean up the areas along the 52nd Avenue sides and at Buildings B, C and D.

The LOMA is still with FEMA and we should hear back within 30 days.

A & S Tree Service was on property and completed the raising of the tree canopy.

Gutters and Downspouts have been cleaned out for the fall. Will need to address again in the spring.

Perry Roofing started their work to install ridge vents at Buildings FF, EE, C, D, E, K, J, N, R and V. They will be working on Saturdays to complete the work.

A review of the electricity usage and the savings the Association is having with less electrical use due to the installation of the new pool energy saving pump. Management will continue to monitor.

Approval for clean up behind Buildings J & M. ***Motion was made by Ron with a 2nd by Ellen to approve Dan's proposal to clean up that area behind J & M at a cost of \$500.00. Motion passed unanimously.***

Financials are coming together nicely and it seems all kinks have been worked out.

Management provided information about electrical pumps for electric vehicles. Food for thought as we move into the future.

Maintenance Report

Stan reports on various items as outlined on the report attached to these minutes.

Irrigation system – squirrels continuing to destroy heads.

Beam Repairs – current project is on schedule.

Rotted wood – continuing to work on these areas. More is needed to be done. Stan will put together a report for next month's meeting on additional work to be done and estimated costs to complete the work. Objective is to complete this work prior to the painting of the buildings.

Cross Ties at the end of Q building is in process and should be completed soon.

Old Business

None

New Business

Adoption of 2017 budget - A review was conducted of the proposed budget that was sent out to all the owners 2 weeks prior to the meeting. The main points to consider are that the cleaning out of the dryer vents for all units \$15,000, the reserve study update \$4,400 and the acid wash of the pool marcite \$2,500 has been added to the budget this year. Regular operating costs have been reduced where possible. Additionally a repayment of the \$108,000 removed from the reserves in

advance of need to repair 20+ support beams is being repaid back to the reserve accounts over the next 20 years so that funds are available for this line item in the future when needed. Overall affect is an increase in the monthly assessments of \$5 to \$8 over last year. ***Motion was made by Ron with a 2nd by John to adopt the 2017 budget as proposed. Motion passed unanimously.***

A review of the Reserve Analysis was conducted with proposals for the work to be done in 2017 voted on. Items are:

Waterfall Repairs - The reserves has \$30,000 set aside to replace the waterfall. Bids were obtained to upgrade only the waterfall. ***Motion was made by Ron with a 2nd by Tom to accept the proposal from Dan notating the he must present a formal outline of work to be done for the cost of \$6,000 prior to work to be started. A copy of this outline of work will be sent to the Board for final approval. Motion passed unanimously.***

Wood Rot – Reserves has \$15,000 for additional wood rot work to be done in 2017. Stan will provide more information if this number needs to be increased in 2017 at November Board meeting

Masonry Wall repairs – prep for painting – reserves as \$15,000 to do this work in 2017. Bids for the work will obtained for Board approval as needed.

HVAC for gym – reserves has \$5,000 for the replacement of the A/C in the gym. A proposal from Performance Air came in at \$4,995.50 which is below what has been reserved. Management will inform the board when this work has to be done.

Clubhouse Interior Renovation – reserves has \$18,956 set up to renovate the interior of the clubhouse. Proposals were obtained to do some upgrades to existing chairs (upholstery and new seat cushions), chair covers and new cornice for French doors. ***Motion was made by Tom with a 2nd by Ellen to accept the proposal submitted by Sunshine Furniture Service for \$4,105.38 for this work. All final decisions as to color and fabric types approved by Diane. Motion passed unanimously.***

The proposals to do the painting in the hall bathrooms, clubhouse walls and replacement of the baseboards were looked at. ***Motion was made by Ellen with a 2nd by Ron to accept the proposal from Tim Pagel for an inclusive cost of \$7,400 for this work. Motion passed unanimously.***

Concrete Sidewalks – The sidewalks require annual repairs due to roots and this has been paid out of reserves. There is \$10,000 in reserves for sidewalk repairs for 2017. This should cover the 2017 expense.

Golf Cart Replacement – Reserves as \$6,000 for replacement of the golf cart. The first proposal is for \$7,851.53 without the trade in value. Management will obtain that information and advise the Board if additional funds will be needed.

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Links Board of Directors Meeting

October 24, 2016

UPCOMING MEETING DATES:

THE ANNUAL CHRISTMAS OPEN HOUSE – THURS. DEC 1, 2016 AT 6:00 PM

THE ANNUAL MEETING – JANUARY 9, 2017 AT 6:00 PM

Other

Kathy advised the Board that Diane had executed a renewal contract for the Johnson's parking of their VW in the RV/Boat parking area.

Sprinkler Retrofit - Kathy advised the Board of new legislature requiring even low rise condominiums to retrofit all units with sprinklers. To avoid the potential of an expensive project, owners need to vote to waive this retrofit. Rather than call a special meeting Kathy asked if the Board would mind holding a membership meeting first on November 21st to collect votes on this issue and then hold the Board meeting immediately following the membership meeting. Board agreed to this action and Kathy will get all the information sent out tomorrow to obtain the members votes on a proxy form she had provided to the board to review prior to the meeting.

Next Meeting

Board agreed the next meeting on Monday, November 21 will be first a membership meeting to count the votes on the sprinkler retrofit only followed by the Board meeting

Owner Comments

None

Adjournment

The meeting was adjourned at 7:05 pm.

MINUTES APPROVED ON November 21, 2016

Board Meeting 10-24-16

TASK ASSIGNMENTS

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- 1) KH – Obtain written scope of work from Dan on waterfall project
- 2) KH – Email and snail mail proxy form out on Tues 10/25 to all owners about vote on retrofit of sprinklers
- 3) KH -Contact Alachua Co Sheriff's office about sending a Deputy to talk about safety issues
- 4) Stan – stay on SnG to complete asphalt coating work
- 5) Stan – get info together for report on additional wood rot work