

The Links at Haile Plantation Condominium Association, Inc.

Board of Directors Meeting

August 22, 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 and Ellen Snyder attending. John Crowley participated via speaker phone and Tom Hamilton was out of town and unable to attend. Also present were owners Brad Bailey, Jeanne Wilbar, Steve Ferguson, Vicki Cotto, Elaine Heinrich and new owner Beatrice Tores (Unit 113). 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, August 19, 2016.

Reading of Minutes

Motion was made by Ellen with a 2nd by Ron to approve the July 25, 2016 Minutes as presented. Motion passed unanimously.

Reports of Officers

Presidents Report – Diane reported that we had finally obtained enough votes to get the amendments passed and that she appreciated the hard work that went into obtaining these proxy forms. It is unfortunate that the owners don't understand how important it is to return these forms to allow the Association to move forward but now that these amendments will be recorded we shouldn't have this type of problem again in the future.

Treasurer's Report – Ron reviewed the financials and commented that financially the property financial condition is very sound after 7 months into the year. All projects have been paid for and funding for the beam replacement is on mark. Additionally, he is still working with John Crowley, Kara from Reddish & White Accounting and with Kathy and Gail to get the financial reports in the format that the Board wants.

Committee Reports

Landscape Committee – Vicki reported that the work approved by the board to add some additional plants to the garage areas has been completed. They managed to get work done at all but 4 garage buildings. The remaining 4 will be added to next year's improvement project.

Compliance Committee – Elaine stated she concentrated on the ceilings of the balconies and that 124 needed to be cleaned. This is an owner's responsibility and Kathy has a proposal to offer to the owners if they don't want to clean the ceilings themselves. Elaine said that almost all the kick plates have been replaced and that she only had a few other items that needed attention.

Manager and Maintenance Reports

Manager Report (Attached to these minutes) – Items requiring attention or direction from the Board are:

The Board had approved for Kathy to proceed to obtain a LOMA (Letter of Map Amendment) for Building I at last month's meeting. She reported that to proceed we needed an Elevation Certificate and that we completed today and that the application would go out this week to FEMA. Time line is 30-60 days to hear back from FEMA.

Gutter and Downspout Cleanout – Todd Markham has been doing this work for the past few years and he has advised Kathy that he would no longer be able to do this work. Kathy obtained 3 other bids of which one was \$18,000 and another at \$8,200. The 3rd bid was from Rob Robinson for \$4,000. (Note – we had been paying Todd \$2,300 which was very low after obtaining these proposals). Kathy asked for approved of the Robinson proposal. ***Motion was made by Ron with a 2nd by Elen to accept the proposal submitted by Rob Robinson for \$4,000 to clean out the gutters and downspouts. Motion passed unanimously.***

Kathy asked the Board to consider a date in September for a budget workshop. Diane suggested that the date already established for a Board meeting (Sept 26th) could be used for the Budget Workshop rather than a meeting. This was agreed to by the Board. Kathy will post the Budget Workshop just like a meeting notice requesting that owners attend to observe and participate in the process. Kathy also asked that if the budget workshop produced a solid budget that could be sent to the owners in September or first part of October and that the Board consider adopting the 2017 budget at the October meeting. The Board agreed to use this time line as a goal for the upcoming budget adoption.

Maintenance Report

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

He additionally stated that due to the rain that quite a few sidewalk areas require replacement and/or grinding down. He obtained a quote from Allan Spears Concrete as they are the company we have been using to do most of our concrete work. ***Motion was made by John with a 2nd by Ron to approve the Spears proposal to replace 17 areas and grind down 21 areas of concrete at a cost of \$5,101. Motion passed unanimously. (Note – Kathy stated that over the past couple of years the Association has spent approx. \$8,000 on concrete work and that this should be incorporated into the upcoming and future budgets as it is an ongoing issue).***

Old Business

The official proxy count as of this meeting is 138 of which all are YES votes. The required number of 134 has been surpassed and the amendments have passed via this vote.

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New Business

No new business to add

Other

Owner Audrey Morrison stated that she felt the pool cleaning guys weren't doing enough to keep the pool clean. Kathy and Stan will advise the vendor of this situation.

Next Meeting

Board has agreed to the September 26 date as a Budget Workshop. The next Board of Directors meeting will be held October. 24, 2016

Owner Comments

No additional comments were presented

Adjournment

The meeting was adjourned at 6:32 pm.

MINUTES APPROVED ON October 24, 2016

Board Meeting 8-22-16

TASK ASSIGNMENTS

:

- 1) KH – Contact Julie Naim to recorded amendments to the documents and to provide clean copy with all amendments made.
- 2) KH – Work with John, Ron and Kara and get template set up for balance sheet
- 3) KH – Prepare newsletter to go out advising of cleaning ceilings, passing of amendments. Etc.
- 4) KH -Contact Alachua Co Sheriff's office about sending a Deputy to talk about safety issues
- 5) KH – Get with Elaine on screen info
- 6) Stan – stay on SnG to complete asphalt coating work
- 7) Stan – get info on changing electric meters of garages
- 8) Stan – Contact Spears about getting concrete work done
- 9) Stan – verify with A&S as to when tree work to be done
- 10) Stan – check with Markham about raising tree canopy this fall