

Cumberland Circle Community Association, Inc.
Board Meeting
May 25, 2023
6:30pm via Zoom

MINUTES

Call to Order

The meeting was called to order at 6:30pm.

Attendance, Roll Call, Determination of Quorum

Quorum met by having the following members in attendance: Lisa Walters, Joanne LaFrumenta, Victor Martinelli, Rick Mulligan, Billie Groff, Joe Gleason, Marti Thorndike, and Lorelee Hutchinson

Dan Lutz not in attendance.

Guardian Association Management Staff Present: Tom in place of Samantha Jackson, assisted by Sabrina.

Consideration of Minutes - Motion to approve minutes from last month was approved with a correction to the date of the Crime Watch meeting which was held on May 23, 2023.

Reports of Officers:

President - Joanne

- FYI to the Board - Jonathan Hamilton selling his unit 1641 in case anyone is interested in purchasing.

VP – Billie

- Reported on Crime Watch meeting which was held on May 23, 2023 – Lt. Lisa Scott led the meeting. Nothing major to report in our area. Next meeting on July 25th.

Secretary – Lisa

- All 397 photos printed and 3-ring binder being assembled and to be delivered to the President by the end of the week.
- Request was made to add Marge Johnson at Unit 1638 to the hard copy list when distributing meeting minutes.

Treasurer – Vic

- YTD budget doing ok and not out of line.
- SkyFrog invoice approved and being processed for payment.
- Invoice processed for the purchase of Lanterns for those units which will need upgraded outdoor lighting.
- Vic advised we have \$2,500 left in the budget for landscaping where the oak tree fell.
- Spent \$5k with the contractor, Carlos Morales who is providing prep work on units prior to painting. Painting company then comes in behind to paint the units.

- Roofs – units 1620-1626 and 1600-1602 to begin this summer and units 1666-1668 and 1652-1676 will be done by the end of the year.
- In 2024 we plan to have 4 more roofs done.
- After 2024, we plan to build up the roof reserves again.
- Discussed erosion at 1633. First estimate to repair is approximately \$14,000. Have not received a second bid yet.
- Asked the Board to consider recharacterizing the reserve for paving and move amounts to assist with the repair for the erosion project at 1633. We already have \$2,000 allotted for drainage and may have to adjust other categories.
- Vic still working to try and get insurance certificates from all units. Vic only has 45 at last count.

Standing Committee Reports:

Landscaping – Rick

- Regular lawn care maintenance including leaf control, blowing off of roofs and gutters, hedge trimming, edging and mowing.
- 1640 received a request to clean out the gutters and blow leaves off roof – completed.
- 1627 requested to replace deteriorated landscape timbers that edge front lawn and sidewalk. First estimate received is \$7,200 – looking to get other estimates.

Rules – Joe

- Reported that a previous issue involving a commercial vehicle has resolved itself.

Maintenance – Billie reporting for Danny

- Items completed include:
 - concrete grinding and replacement
 - new exterior lights chosen by committee
 - 1 of 2 fence projects at 1605 (2 others out for bid)
 - Pre-painting rehab of 1627-29 and 31-33.
 - Add extensions to downspouts – 1680 and 1640 due to erosion.
 - Repair water damage on back porch – 1616
 - Remove soil from culvert and place on eroded banks at 1680 and 1634.
- Items pending:
 - Paint buildings 1627-29 and 1631-33 – May start May 22, 2023.
 - Deck repair 1627 (emergency).
 - Drainage problem 1633 (emergency). Plan in place \$14,750. Looking for a second bid.
 - Replace half doors outside garage opening in 1672.
 - Signage – Mitch – complete new signs 36 x 24 = \$212, non-reflective - \$186, 18x12 = \$56.00 (each). Online wrap material if someone would like to look into it.

Recreation – Loralee

- June 8 is the start date of water aerobics. \$5.00 per lesson. Instructor needs a minimum number of participants.

Tom – in place of Samantha Jackson (Guardian Property Management)

- Discussed admitted insurance carriers vs. non admitted carriers in Florida. Tom to send the name of the 2 carriers who are admitted.
- Tom to provide the contact info for Stuart Cullen, who is a contractor that deals with erosion. This would be for unit 1633.
- Questioned Guardian about the word “closed” on work orders. Suggested to Guardian that “pending” is a better term and Tom said he would look into it.
- Prior to the sale of a unit, the seller must discharge all the obligations to the community, such as assessment fees. Also included should be any violations of the rules, for example 1616 repaired their patio roof with a white covering. The repair should be approved by the Board before the unit is sold. In the example of 1616, the roof will now have to be painted gray.
- There will be an informational meeting about the plans for the landscaping that will replace the century oak. Homeowners can offer suggestions.
- For any letters to be sent on official topics like delinquency, the letters should be written collaboratively by a representative of the Board and Guardian.

Calendar

Next Board Meeting scheduled for June 29, 2023.

Adjournment

Motion to adjourn at 7:58pm.