

**FAREHAM SQUARE CONDOMINIUM ASSOCIATION, INC.**  
**301 2ND STREET NORTH; ST. PETERSBURG, FL 33701**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**April 16, 2019**

1. **CALL TO ORDER:** The meeting was called to order by Board President Shannon at 1:02 p.m. in Unit 16, 301 2<sup>nd</sup> Street North, St. Petersburg, Florida 33701.
2. **ESTABLISH A QUORUM:** A quorum was established with Directors Dorward, Yetter and Falkenberry present; Additional attendees Jenny Kidd, Americ-Tech.
3. **APPROVAL OF March 12 MEETING MINUTES:** Director Dorward, and Director Yetter seconded, approval of the March 12, 2019 Board of Directors meeting minutes as submitted. There was no discussion and the motion passed unanimously.
4. **MANAGER'S REPORT:** Jenny Kidd  
Financials: Sent to board members on April 5 for review.  
Collections: No accounts over 30 days.  
Sales/leases: None this month.  
Correspondence: None this month.  
Bids/Proposals: None this month.  
Maintenance Requests: There have been various issues with finding a new maintenance person. Jenny has identified Mat, who works for Americ Tech at another complex. He is available two ( 2) Fridays a month, has a pressure washer and truck and other equipment. His fee is \$25 per hour, and total with Ameri Tech costs, \$34.23 a month. The board agreed to this arrangement, with Director Dorward making a motion, Director Yetter seconding, and all in favor.  
BCMI repair report will be forthcoming. Jenny is waiting on their report of roof life/replacements/costs/schedule.  
City of St Petersburg has inspected the sprinkler system. We are waiting on their report.  
Violations: None  
Bill for unit 17 repairs has been submitted to our insurance company. We may have to pay \$5000 for our deductible and then the insurance company would pay the rest.  
Jenny will be working on the letter to all unit owners regarding the City fire inspection.
5. **FINANCIAL REPORT:** SEE MANAGERS REPORT ABOVE.
6. **OLD BUSINESS:**
  - a. BCMI roofing report and recommendations for replacement/schedule/cost is forthcoming.
  - b. Unit 17 skylight/hatch has been repaired. Jenny has submitted a claim to our insurance. SEE MANAGERS REPORT ABOVE.
  - c. Unit 17 interior repairs update. Owner is working with insurance company. ServePro has been doing the work.
  - d. Status on condo docs/R and R changes/questions for attorney. Board had a long discussion. Director Yetter will be sending out the revised copy for our review.
  - e. Update on maintenance person. SEE MANAGERS REPORT ABOVE.

- f. Unit water leak testing by owners has been completed. No significant leaks detected. Our water bills are in line with our budget.
7. NEW BUSINESS:
- a. Cleaning of hoses and purchasing new nozzles will be handled by Mat.
  - b. Pressure washing of pool deck pavers and balcony fronts will be handled by Mat.
  - c. Report on city sprinkler inspection. SEE MANAGERS REPORT ABOVE.
  - d. Condo application review. After a discussion on possible changes, Director Yetter will send the revised copy to Jenny for use in future purchases and leases.
  - e. A/C walkway west end Bldg. A review. Board decided to ask Mat to help with this task.
  - f. Fire inspection letter. Due to a recent city fire inspection of our complex, we were advised that the board needs to send out a letter to each unit owner, explaining the requirements and that each unit owner must respond that they understand. They can respond by snail mail, fax, scan or e-mail. Jenny will send a draft for our review.
8. COMMITTEE REPORTS:
- a. GROUNDS. Director Falkenberry noted that R and R has not accomplished several items we have budgeted for. Jenny will follow up with Dave at R and R.
  - b. Use of ROUND UP. After a discussion, Jenny was asked to request Dave find a less toxic chemical to use in our complex. We asked for a quote on any cost increase.
  - c. Noted that repairs in Unit 15 have caused paint/plaster to be placed in planter and ground cover. President Shannon will speak to the owner.
9. DIRECTORS COMMENTS: Director Yetter informed us that John Clees' sister Joan will be living in his unit for the next few weeks.
10. OWNERS COMMENTS: No other owners present
11. NEXT MEETING: The next Meeting of the Board will be held on May 14 in Unit 7.
12. ADJOURNMENT: Director Yetter moved, and Director Falkenberry seconded, adjournment. Motion passed unanimously, and the meeting was adjourned at 2:35 pm.

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