

FAREHAM SQUARE CONDOMINIUM ASSOCIATION, INC.
301 2ND STREET NORTH; ST. PETERSBURG, FL 33701
BOARD OF DIRECTORS MEETING MINUTES
February 12, 2019

1. **CALL TO ORDER:** The meeting was called to order by Board President Brad Shannon at 2:10 p.m. in Unit 7, 301 2nd Street North, St. Petersburg, Florida 33701.
2. **ESTABLISH A QUORUM:** A quorum was established with Directors David Dorward, Iris Yetter and Rebecca Falkenberry present. Additional attendees Jenny Kidd, Ameri-Tech; Kevin (BMCI); T. Blews, Unit 1; S. Tyler, Unit 10; E. Shannon, Unit 16; D. and C. Fletcher, Unit 19.
3. **APPROVAL OF JANUARY 8 MEETING MINUTES:** Director Dorward moved, and Director Yetter seconded, approval of the January 8 meeting minutes of the Board of Directors as submitted. There was no discussion and the motion passed unanimously.
4. **MANAGER'S REPORT:**

Financials were distributed and discussed. No accounts in collection with attorney. One unit is on the market. Currently it is over 90 days in arrears. Jenny will contact the current owner.

Consolidated Electric will be out to fix the light at the mailbox and in front of Unit 13.

The issue of pets in the courtyard without a leash has been handled by talking to the owner and the renter. No formal letter was sent.

A list of references from THINK UTILITY was presented for us to get more information on individual water metering options. President Shannon will contact other condos converted to individual meters by THINK UTILITY, which did not provide us with any ROI information.

Meeting with R and R scheduled for 1 pm on February 28 to discuss contract/work.

Jenny is still looking for a maintenance person to work on property one half day, twice a month. Eddie was contacted but not able to work for two different companies.

After two failed attempts for the water leak company to conduct the search for leaks, C. Fletcher offered to purchase dye kits for each unit and put up a sign with directions so that each unit owner is able to do a voluntary water leak on their toilets.

5. **OLD BUSINESS:**
 - a. Kevin from BMCI presented quotes for caulking and applying Silicone to all outside windows. This will increase the life of the roofs and prevent leaks. Director Yetter made a motion, seconded by Director Dorward, to approve the contract for work at the amount of \$7720. Motion passed unanimously.

Kevin will make one more walk through to be sure all windows are noted. The time frame for starting the work is in about 2 weeks. The work will take about 3 to 4 days. No entrance to any unit is required. An email notice will be sent out by Jenny.

He will also prepare a chart of times line for replacing all roofs in sections, worst to best and the cost for strapping. And an Excel sheet with costs associated with work.
 - b. Unit 17 skylight replacement. We have a quote from Grace Built Construction and Brian Dault to replace the skylight with a hatch for \$1567. Director Dorward made a motion and Director Yetter seconded, to approve the contract. Motion approved

unanimously.

- c. Unit 17 inside repairs. Owner is still working with her insurance company and things apparently not moving ahead quickly even though all necessary paper work has been provided. Suggestion of contacting an attorney has been made.
- d. Status of individual water metering. SEE MANAGER'S REPORT. President Shannon presented a chart that shows between 2017 and 2018, a 24.6 percent increase in water rates and a 21.8 per cent increase in sewer usage. Appointment with the water leak company was unsuccessful. Owner C Fletcher is going to obtain dye kits for owners to voluntary check toilets for tank leaks. Results will be posted on the bulletin board.
- e. Review of Condo docs/Rules and Regulations/by laws/questions for attorney. A long discussion of document presented to board by committee. Director Yetter will organize the document based on discussion for the board to review and possibly we will send an email to attorney to review before any meetings with him.
- f. Light Dangling at mailbox will be fixed. See MANAGER REPORT.

6. NEW BUSINESS:

- a. Lantern light in front of Units 13 and 14 to be repaired. SEE MANAGER'S REPORT
- b. Review contract with R and R for landscaping. Meeting to take place on Thursday, February 28 at 1 pm in the courtyard.
- c. Replacement of maintenance person/activities. SEE MANAGER'S REPORT
- d. New twelve (12) month lease submitted for Unit 9. It's the same tenant and the same lease that has been used for years. It was approved for renewal.

7. COMMITTEE REPORTS:

- a. Grounds/Director Falkenberry

Tree trimming done by O'Neils Tree Service was satisfactorily completed. They will advise how to handle the three trees along the walkway that have been tied up.

We need to replace shrubs around Unit 19 on the side walk with R and R.

The following are grounds needs to be discussed with R and R: replace the tree removed from in front of Unit 8; address the health of the silver thorns; deal with the stag horn ferns and trellis at end of walkway; and weeding.

8. DIRECTORS COMMENTS:

9. OWNERS COMMENTS:

D. Fletcher mentioned installation of a camera and need to call ELVIS Towing for any unauthorized parking in his driveway. He will contact President Shannon in the event of such need because ELVIS Towing responds faster to tow request from Board President.

10. NEXT MEETING: Next Board Meeting will be held on March 12 at 2:00 pm in Unit 8.

11. ADJOURNMENT: Director Yetter moved, and Director Dorward seconded, adjournment. The motion passed unanimously, the meeting was adjourned at 4:15 pm.

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