

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

1. **CALL TO ORDER:** The meeting was called to order by Board President Shannon at 2:01 p.m. in Unit 8, 301 2<sup>nd</sup> Street North, St. Petersburg, Florida 33701.
2. **ESTABLISH A QUORUM:** A quorum was established with Directors Shannon, Dorward, Yetter and Falkenberry present; additional attendees Jenny from Ameri-tech, Unit 19 owner C. Fletcher, Unit 10 owner S. Tyler.
3. **APPROVAL OF February 12, 2019 MEETING MINUTES:** Director Dorward moved, and Director Yetter seconded, approval of the February 12, 2019 Board of Directors meeting as submitted. There was no discussion and the motion passed unanimously.
4. **MANAGER'S REPORT:** Jenny reported the following:

Financials sent out. No accounts in collection. All units paid in full. No additional sales or leases. No correspondence. No violations.

R and R (Reasonable and Reliable Lawn Service) submitted their new contract. To be approved by board.

A light outside Unit 19 needs to be fixed. Clarification on where the light is by Director Shannon.

Kevin from BCMI will begin the roof work/caulking soon. He will notify the board and Jenny of exact dates. He will be providing notice to all unit owners.

THINK UTILITY, water metering company, was discussed. Jenny contacted three other condo associations for their feedback.

Still looking for maintenance person. Professional Maintenance Workers may be a source along with Catholic Charities. We agreed to hire someone for 2 full days a month.
5. **OLD BUSINESS:**
  - a. BCMI roofing proposal and recommendations. Postponed discussion of roof replacement.
  - b. Unit 17 skylight replacement update. Mission accomplished at slightly more cost than we anticipated but within our budget.
  - c. Unit 17 interior repairs update. An insurance appraiser has been to the unit and gave a positive verbal report that the damage would be covered. Waiting to see that in writing, either by e-mail or letter from attorney.
  - d. Status of individual water metering. After discussion and review of reports from other condo associations, and feedback from various owners, the board decided not to move ahead with this proposal.
  - e. Review of condo docs/rules and regulations (Rules and Regs). Discussion of proposed changes was held. Director Yetter will revise the document based on the discussion and the final questions will be sent by e-mail to our attorney for response. Jenny will also revise the application form by end of week and send to board members for review. Depending on response from attorney to our questions, the board will propose changes to the Rules & Regs and those will be voted on at a future meeting. A notice

will be given to unit owners to attend the meeting and give feedback.

- f. Replacement of maintenance person. Discussed. Jenny will continue to follow several leads to find someone. Board decided we need someone on property two full days per month.
- g. Update on water leaks. The current bill for our water/sewer is not very far off our budget expectations and does not indicate a current serious leak. Unit 19 owner C. Fletcher discussed the response from unit owners about toilet leaks. There are two owners who have not responded, Unit 2 and Unit 11. S. Tyler will contact Unit 11 owner; Unit 2 owner is away. Suggestion to do the leak test annually. Suggestion to have the pool company check pool for leaks. Jenny will contact the City of St Pete about a possible inspection of our sprinkler system. R and R has not noticed any leaks above ground. Agreed to watch closely our monthly bills to see if an increase in water use is evident.

6. NEW BUSINESS:

- a. Pressure washing the pool deck and balconies. Jenny will check on whether our new maintenance person might be able to do this and get costs.

7. COMMITTEE REPORTS:

a. Grounds. Director Falkenberry

- 1. Contract with R & R was approved. Director Yetter moved and Director Dorward seconded, all in favor. No increase in monthly cost.
- 2. Suggested work by R & R for various plant replacements for a total of \$745 plus one more plant by Unit 19 door was approved. Director Shannon moved, Director Yetter seconded, all in favor.
- 3. Jenny gave Director Falkenberry 2 keys for R & R.
- 4. Board members walked the grounds to look at the trellis and the structure previously holding the staghorn ferns. Decision to take down the entire structure. Jenny is going to find someone to do the work and get a quote. Director Falkenberry will ask R and R for a quote and suggestions.
- 5. Some concerns/questions about R and R were mentioned: use of Roundup; use of Weed Wacker around trees; taking down the ties on trees in front of Units 19/18/17/16; sprinkler heads are coming off. Appreciate them fixing the broken pipe in front of Unit 8.

8. DIRECTORS COMMENTS: Some discussion about the discrepancy in the square footage of units between tax records and appraisals. Board did not take any actions.

9. OWNERS COMMENTS:

10. NEXT MEETING: The next Meeting of the Board will be held on Tuesday, April 9 at 2 pm in unit 16.

11. ADJOURNMENT: Director Yetter moved, and Director Dorward, adjournment. The motion passed unanimously, and the meeting was adjourned at 4:02 pm

Posted