

FAREHAM SQUARE CONDOMINIUM ASSOCIATION, INC.
301 2ND STREET NORTH; ST. PETERSBURG, FL 33701
BOARD OF DIRECTORS MEETING MINUTES
May 14, 2019

1. **CALL TO ORDER:** The meeting was called to order by Board President Shannon at 2:00 p.m. in Unit 7, 301 2nd Street North, St. Petersburg, Florida 33701.
2. **ESTABLISH A QUORUM:** A quorum was established with Directors Yetter and Falkenberry present. Additional attendees: Jenny Kidd, Ameri-Tech; Unit 13 Owner Carolyn Stamper; our new maintenance person Al.
3. **APPROVAL OF April 16 MEETING MINUTES:** Director Yetter moved, and Director Falkenberry seconded, approval of the April 16, 2019 Board of Directors meeting minutes as submitted. There was no discussion and the motion passed unanimously.
4. **MANAGER'S REPORT:**

Financials showed there is one unit that is over 30 days late payment. No major concerns. No sales or leases this month.

Letters about smoke detectors was sent to all unit owners. Very few have been returned. Board agreed to ask Al to enter each unit to check on this, since some detectors are hard to reach. Schedules will be arranged.

Letter has been sent to all owners about notifying the Board about extended absences.

No bids or proposals this month.

No violations recorded.

Al attended the board meeting to discuss hours/days/reporting/duties/etc. He agreed to 2 days a month, exact dates to be decided (not on Wednesdays). He will report hours to Jenny and submit all receipts to her. He has been to the complex three days this month. Jenny will send out note to unit owners to report any maintenance issues to her. Director Falkenberry will post on the bulletin board. Al has a key to the gate.

BCMI report on roofing work completed was distributed. A complete quote and schedule for roof replacements will be available soon.

City of St Petersburg conducted an extensive inspection of our sprinkler system. R and R will review and advise on implementation.

R and R will phase out Round Up and begin using a vinegar solution on weeds.

Jenny has contacted Maintenance Professionals of Tampa Bay to clean the gutters.

R and R has finished most of the project we approved.

Balcony ledges are being cleaned today by Al.

Final bill on Unit 17 repairs was submitted to our insurance company who responded with some questions. Our agent is working on clearing this up. Board agreed to pay now.

Jenny has been with us for TWO years. Congrats and thanks.

Work on 2020 budget will begin over the summer. The board appointed a budget committee to work on the 2020 budget. Director Yetter will chair, and members will be President Shannon and Unit 12 owner Seibert (to be confirmed).

5. FINANCIALS were distributed to Board and reviewed. No major concerns.

6. OLD BUSINESS:

BCMI: See Managers report. A quote and schedule for roof replacements is coming soon.

Unit 17 interior repairs were discussed. Board agreed to pay the bill we owe, even though our insurance company has questions about the claim. Our agent is working to help us.

Director Yetter will summarize changes to our Rules and Regulations so they can be forwarded to our attorney to respond. Depending on the answers, we may need to schedule a membership meeting for late June.

7. NEW BUSINESS

Pressure washing of pool deck and balcony ledges done by Al.

Cleaning of the hoses and purchase of new nozzles will be done by Al.

New condo application form was adopted by Board with a few revisions. Director Yetter moved, Director Falkenberry seconded, passed unanimously. It will be used by any new applications and is on our website.

A new gate to facilitate access to the A/C units on west side of Building A is a project to be done by Al.

Other than budget planning and possible membership meeting, the Board will not meet during the summer. If the need arises, the Board will schedule a meeting with notice.

8. COMMITTEE REPORTS

Grounds: Director Falkenberry advised that R and R has finished most of the work we agreed on. Round Up use will be phased out. R and R will use a vinegar solution on weeds. There is an issue with the plants and planter in front of Unit 15. Al has some ideas about how to resolve the issue, as does R and R. President Shannon will speak to the owner.

9. DIRECTORS COMMENTS:

Directors discussed various vacation plans for the summer that might affect any Board meetings.

10. OWNERS COMMENTS:

Unit 13 Owner Stamper requested an inspection with Terminex. Jenny will arrange.

11. NEXT MEETING of the Board will be held on September 10 at 2 pm in Unit 16.

12. ADJOURNMENT: Director Yetter moved, and Director Falkenberry seconded, adjournment. The motion passed unanimously, and the meeting was adjourned at 3:25 pm

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