

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

1. **CALL TO ORDER:** The meeting was called to order by Board President Shannon at 2 pm am in Unit 7, 301 2nd Street North, St. Petersburg, Florida 33701.
2. **ESTABLISH A QUORUM:** A quorum was established with Directors Dorward, Yetter, and Falkenberry present; additional attendees included Jenny Kidd from Ameri-Tech and Ashley Affendakes, All Lines Insurance Group.
3. **APPROVAL OF October 8, 2019 MEETING MINUTES:** Director Dorward moved, and Director Yetter seconded, approval of the October 8, 2019 Board of Directors meeting as submitted. There was no discussion and the motion passed unanimously. Director Falkenberry will post approved minutes on the Bulletin Board after the meeting.
4. **MANAGER'S REPORT:**

Discussion with Ashley Affendakes from All Lines Insurance Company covered the options for coverage for not having the pool fenced. Director Dorward moved and Director Yetter seconded, that we accept the quote that includes \$5 million in liability coverage. The motion passed unanimously. The cost can be covered in our current proposed budget.

Financials: Reviewed with no major variances. No accounts overdue 30 days. No sales/leases. No external correspondence. No violations. First notice of annual meeting was sent. Second notice will go out this week.

No additional quotes for driveway cleaning and painting were received. We have two previous quotes that seem very costly to us. Al, our maintenance person, feels the job is too big for him. Payment for such work could come from our Paving reserve or our capital improvement fund.

Three additional quotes for landscaping proposals were received. Discussion and decision made later in the meeting.

Maintenance person Al: regular schedule continues to be the second and fourth Thursday of the month for 4 hours. His current tasks include: continued pressure washing of the sidewalks and pool deck area; removing weeds from various pots around the pool; cleaning up the area around the pool equipment inside the fence; making a wider ground opening for the new gate door; weeding grounds in various locations; We added cleaning the light fixtures along the walkway; cleaning the light poles on Third Avenue North in front of units.

New electric pole has been installed to the west of Unit 7. Jenny has not gotten a response from the owners of the old pole to remove pole and re attach the additional electrical wires to the new pole. She will contact our city council person, Gina Driscoll.

The new contract with Spectrum Cable/Internet was signed and will be effective December 1, 2019. A new letter will be sent to all unit owners advising of the new contract/situation and requesting they contact Spectrum directly to re-negotiate their contracts.

Raised sidewalk in front of Units 11/12 will be reported to the city again since this has not been fixed. A Danger sign is in place until the city does the work.

Jenny arranged for a company to come out to clean the gutters. After inspection, they

advised that there are screens over the gutters but we still have heavy run off when there is heavy rain. Jenny will ask them to check all the down spouts especially at unit 7.

A photo from damage in unit 14 was presented. We will ask for inspections from both Nature Zone and Terminix to determine what treatment is needed.

Some chairs in the courtyard are still being repaired. We hope to have them back in time for the meeting on December 10.

5. **FINANCIAL REPORT** The budget committee submitted the 2020 budget. It will be presented to the unit owners at the December annual owners' meeting for approval.
6. **OLD BUSINESS:**
 - a. Unit 17 interior repairs: The owner has gotten a negative response from her insurance company to pay for the inside work. We will recommend that she contact our attorney Zacur. The inside repair situation remains unresolved with Serve Pro.
 - b. Spectrum Bulk Internet/Cable contract was finalized, effective December 1, 2019. President Shannon has signed the necessary documents. New letter from Spectrum going to all unit owners and should be out mid-November.
 - c. Status of changes to the condo docs was discussed. We have gotten wording back from the attorney but had a few small clarifications that need to be changed before presented to the owners. Jenny will contact the attorney so the documents will be ready to mail out this week in time for approval at the owners' annual meeting.
 - d. Maintenance person Al: See Manager's report.
 - e. Update on utility pole: See Manager's report.
 - f. Update on gutter cleaning: See Manager's report.
 - g. Update on new gate installation: The gate has been leveled and a cap replaced on one of the posts. The gate lock has been installed by Al. Al also made a wider ground space for the gate opening. R and R has not replaced the ground cover that was dug up for the gate installation. President Shannon will ask A-Premier Lawn Care, a landscaping company he recommends, to replace the ground cover.
 - h. Unit 14 issues. A photo of the second floor balcony area was provided by the owner. We will ask both Terminix and Nature Zone to inspect to see what treatment is required.
 - i. Possible replacement for R and R landscaping. The company has not responded to several attempts to get them to improve their service or to talk about it. We have not been happy with them for months. Based on the new quotes that we received, we want to change companies and go with A-Premier Lawn Care. They come highly recommended by President Shannon and have a competitive quote. We discussed what we need and want from them. Jenny will reach out to get an official contract. President Shannon moved and Director Dorward seconded, that we terminate our agreement with R and R effective December 31, 2019 and that we sign a contract with A-Premier Lawn Care effective January 1, 2020, pending on the actual contract we receive from them. The motion was approved unanimously.
 - j. Update on painting the damaged wall in Building A. It has been repaired but not painted. Jenny will contact Flori De Leon to complete the painting.
 - k. Schedule for annual general meeting and distribution of documents. Jenny has taken care of this and the second notification of meeting will go out this week. Deadline for mailing is November 14.

7. New Business

- a. Insurance quote: See Manager's report and discussion with Ashley Affendakas with All Lines Insurance Company. Motion to accept new quote with \$5 million liability coverage was approved.
- b. Spa foaming. A picture was presented that shows foaming in the spa. Please no SOAP or BEER in the spa. Strictly against the condo rules.

8. COMMITTEE REPORTS:

Grounds: Director Falkenberry agreed that we had discussed the issues with the grounds during the meeting and had made decisions. We do need to replace the dead flowering plants along the walkway. Director Shannon will ask A-Premier Lawn Care to do that for us before the annual meeting on December 10.

Director Falkenberry has posted a list of vendors that visit the complex, along with their schedules. They all have keys to the gates.

9. OWNERS COMMENTS: No owners present.

10. NEXT MEETING: The next Meeting of the Board will be held on December 10 at 6:30 pm in the courtyard. This is our annual condo owners' meeting.

11. ADJOURNMENT: Director Dorward moved, and Director Yetter seconded, to adjourn. The motion passed unanimously, and the meeting was adjourned at 3:55 pm

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