

**FAREHAM SQUARE CONDOMINIUM ASSOCIATION, INC.**  
**301 2ND STREET NORTH; ST. PETERSBURG, FL 33701**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**October 8, 2019**

1. **CALL TO ORDER:** The meeting was called to order by Board President Shannon at 2 pm am in Unit 8, 301 2<sup>nd</sup> Street North, St. Petersburg, Florida 33701.
2. **ESTABLISH A QUORUM:** A quorum was established with Directors Dorward and Falkenberry present; additional attendees included Jenny Kidd from Ameri-Tech.
3. **APPROVAL OF July 2, 2019 MEETING MINUTES:** Director Dorward moved, and Director Shannon seconded, approval of the September 10, 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.
4. **MANAGER'S REPORT:**

Financials: Reviewed with no major variances. No accounts overdue 30 days. No sales/leases. No external correspondence. No violations. We got one request from realtor about our rental policy. Jenny will respond.

Two quotes for driveway cleaning and painting were received. No decision was made. Board requested additional quotes and information from Al. Payment for such work could come from our Paving reserve or our capital improvement fund.

Two quotes for landscaping proposals were received. No decision was made. Board requested additional quotes.

Maintenance person Al: regular schedule continues to be the second and fourth Thursday of the month for 4 hours. His current tasks include: more 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; installing a lock on the new gate door by the spa; making a wider ground opening for the new gate door; weeding grounds in various locations; leveling the sidewalk bricks going to the dumpster.

New electric pole has been installed to the west of Unit 7. Jenny will work with appropriate entities to get other utility connections attached to the new pole and the old pole taken down.

The new contract with Spectrum Cable/Internet was signed and will be effective December 1, 2019. A letter has been 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 has been reported to the city. A Danger sign is in place until the city does the work.

Jenny has arranged for another company to clean the gutters.
5. **FINANCIAL REPORT** The budget committee submitted the 2020 budget. It will be presented to the unit owners at the December annual condo meeting for approval. Small adjustments might have to be made at November board meeting, depending on condo insurance quotes.
6. **OLD BUSINESS:**
  - a. **Unit 17 interior repairs:** The owner continues to work with attorney on settling the claims and the companies to finish the work. Our condo insurance representative is working on our deductible payments made. The situation is still unresolved. Serve

Pro has been asked to put some furniture items back into place now even before they finish the work.

- b. Status of changes to the condo docs was discussed. We are waiting on response from our attorney on the exact legal language to be used. Jenny will send another letter to our attorney, asking that he respond by November 1 so the changes can be decided at the December 10 annual meeting.
- c. Spectrum Contract: See Manager's report.
- d. Maintenance person Al: See Manager's report.
- e. Pressure washing: See Manager's report.
- f. Update on new gate installation: The gate still needs leveling and a cap replaced on one of the posts. The gate company will complete these tasks. The gate needs a lock installed which Al will do. Al will also make a wider ground space for the gate opening. R and R will need to replace the ground cover that was dug up for the gate installation.

#### 7. New Business

- a. Possible leak in Unit 14. Jenny has asked for photos from owner so we can determine next actions.
- b. Update on gutter cleaning: See Manager's report.
- c. Possible replacement for R and R: See Manager's report about quotes.
- d. Update on damage to Building A. The painters at Flori De Leon accidentally backed a truck into our building between Units 3 and 4. The damage has already been repaired and we are waiting on painting.
- e. Schedule for Annual meeting in December: Jenny presented the notice and letter that will go out to owners about the upcoming December annual meeting. We changed the time to 6:30 pm (from 7 pm due to darkness). The initial letter will go out October 9 and the second letter goes out November 9 with appropriate documentation for the meeting.

#### 8. COMMITTEE REPORTS:

Grounds: Director Falkenberry discussed items that R and R still needs to accomplish. There is general dissatisfaction with their service. We are getting quotes for a possible replacement company. Jenny will send a letter to R and R about our issues.

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

#### 9. OWNERS COMMENTS: No other owners present.

#### 10. NEXT MEETING: The next Meeting of the Board will be held on November 12 at 2 pm in Unit 7.

#### 11. ADJOURNMENT: Director Dorward moved, and Director Falkenberry seconded, adjournment. The motion passed unanimously, and the meeting was adjourned at 3:35 pm

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