

Minutes: Board of Directors Meeting, 6 April, 10:30am.

I. Call to Order 10:30 am /

Roll Call-

Present: President Jill Hershfield, Vice President John McGowan, Treasurer Jone Flanders, Secretary Dilip Kondepudi, Directors Ken Altergott, and Mike Palladino

II. Determination of Quorum. All directors present

III. Confirmation of Proper Meeting Notice – Notice posted on 3 April and emailed on 3 April.

IV. Substance of meeting

Minutes of 1 April meeting: Approved unanimously without any changes.

Report from Treasurer: Banking information not yet received from All Florida Services. Interim manager, Jeff Whittaker, will process quarterly dues; they can be dropped off in the mail slot in the lobby or mailed to Jeff Whittaker. He will also help with collecting financial documents needed for the audit.

Jone asked the board to consider allowing Jess as a single signature to make payment up to a specific amount and without pre approval.

Motion: Authorize interim manager, Jeff Whittaker, to make payments under \$2,500 without Treasurer approval.

Motion by Ken Altergott, Seconded by Jone Flanders.

Vote: Unanimous

Maintenance report from Ken Altergott:

- Roof leak in the 4th stack was fixed by Manson Co. We won't know if it has been fixed until there is substantial rain. Membrane of the roof was checked and no tears noted. Shingles on the parapet were replaced and tarred.
- Regarding leak of sewage waste into unit 104, the City was called. They checked the sewage system with a snake and found no blockages in the City line. Need to check with a camera for blockages in sewer line in the property leading out to the street.
- Discussion about contact person for maintenance needs such as landscaping, elevator, and laundry room

- Reminder to not adhere notices to the unit doors and it removes the paint. Instead leave in the knocker or under entry mat.

III. NEW BUSINESS

Appointment a seventh director

After a brief discussion was postponed to the next board meeting.

Discussion on 5th April meeting with Universal Engineering Sciences (UES).

Five contractors interested in submitting bids were present. Ali Mustafa described the project and contractors inspected the building. Bids will be submitted by 5 May, 2023.

A separate proposal will be submitted for the Milestone Inspection.

Mike Palladino informed the Board that Mike Vandebark and Lisa Kelley are now part of the committee that will oversee the waterproofing of the building.

3. New Directors Orientation

- Ken will meet with New Directors to provide keys and explain their use for entry to locked areas.
- He reminded directors that compliance checks are needed on units who have new flooring installed.

Next Board meeting scheduled at 1:30pm, 20th April, 2023, in the multipurpose room.

Motion to adjourn by Mike Palladino, seconded by Ken Altergott.

Vote: Unanimous

Adjournment 11:45 am.