

Key Vista Villas Homeowners Association, Inc.
Board of Directors Meeting Minutes
October 6, 2016

Association President Jim Rice called the meeting to order at 7:00 P.M.

Secretary Marie Hawkins certified posting of Meeting Notice in compliance with Florida statutes.

Roll call was taken. Present were Jim Rice, Marie Hawkins, Joe Careccia, Kerry Cushing, and Ellen Maracotta. Ken Nadler was present by speaker phone. Shirley Drallmeier was absent due to illness.

First Resident Comment Period; three residents signed up to address agenda items; Joe Passanise on Grounds, Jan Cutshall on Lawn Service, and Monika Kopczynski on Lawns. After their comments, the business meeting resumed.

Marie moved to waive reading of the May minutes and to accept them as published. Kerry seconded and all voted in favor, except Shirley, who was absent.

Officer Reports:

President: no report.

Vice President: no report.

Secretary: Marie reported she received one questionnaire for update in the Red Book. Jim Rice, Marie Hawkins and Kerry Cushing attended a meeting with our Attorney on 8/10/2016 to review procedures. The Board of Directors, with the exception of Ken Nadler, attended a Workshop on 8/16/2016, conducted by our Management Company, RPM.

Treasurer:

Ken Nadler presented his reports for the May 2016, June 2016, July 2016 and August 2016 financials. Marie moved that the Financials be approved, seconded by Kerry. All approved the financials with the exception of Shirley Drallmeier, who was absent, and Ellen Maracotta, who declined to approve. Ken Nadler requested approval to move \$4800.00 from Earned Interest Account to Common Area Reserves Account. Ken Nadler made a motion that money in the Earned Interest Account be moved to Common Area Reserves, now and in the future, seconded by Marie Hawkins. All approved, with the exception of Shirley Drallmeier, who was absent, and Ellen Maracotta, who declined to approve. Ken Nadler requested a motion to move \$100,000.00 from our Paint Reserves Money Market earning 0.01% to a 13 Month CD earning 1.15%, at Bank of the Ozarks, recommended by RPM. Motion was made by Ken Nadler, seconded by Kerry Cushing, to move \$100,000 from our Paint Reserves to a 13 Month CD earning 1.15% at Bank of the Ozarks. All approved, with the exception of Shirley Drallmeier, who was absent, and Ellen Maracotta, who declined to approve.

DRB Report: Joe DeMontigny gave his report on 2 applications that were received. One was approved and one was rejected.

Committee Reports:

Clubhouse – Marie Hawkins read Shirley Drallmeier’s report. Roof leak has been repaired. Water from the Dehumidifier has been drained to outside of the Club House. Pair-A-Jacks continues to do an outstanding job keeping our Club House and outside patio furniture clean. The report also covered the Social activities, including the upcoming Octoberfest on October 22nd.

Communications – No report.

Compliance – Jim Rice reported he is currently reviewing the drive-through report. Our attorney advised us not to do any personal door knocking. This will be discontinued.

Finance/Budget/Insurance – Ken reported on the progress of the 2017 Budget, and expects to have it to the Board by the October Board Meeting for review

Gates – Ken reported there were some repairs to our gates. A lightning strike caused damage. This is being processed through our Insurance.

Grounds – Joe Careccia read the Grounds Committee Report, compiled by Joe Careccia and Kerry Cushing.

Hearing Committee – No report.

Pool – Ellen presented her pool report for June 2016 through August 2016. There were several repairs and replacements, at a total cost of \$3,450.46. The pool equipment was affected by the same storm that disabled the gates. An insurance claim has been submitted.

Management Report:

Chuck presented his management report. We have 6 single-phase, 1 hp pumps with the pool equipment. Chuck will be marking each one with a number so repairs and problems can be more easily tracked. He continues to inspect bi-weekly, using One Source to document violations.

Correspondence: Marie Hawkins read several items of communication received since our May 24, 2016 BOD Meeting.

Unfinished Business:

Collections/Foreclosure – Ken gave his report. There are no changes on the Walker property and it is the only property outstanding. This property is on the Master's short list for foreclosure. We have no further update.

Update on Lindsay Property – Ken stated the bank-owned property is up for sale. Delinquencies have been paid in full by the Bank and they are making the monthly payments.

2216 Pleasant Hill Lane – The owner turned in their keys to the Master Club House Manager and stated they had given the property back to the Bank. While in foreclosure, this property was purchased by an Investment Trust and is now up for sale. An Attorney for the Management Company representing the new Buyers promised they would pay what they owed, \$670.00. On 9/23/2016 Attorney Mankin received everything up to date, including October maintenance fees, and his fees.

KVV Insurance and 55+ Affidavit compliance status report – **We need Volunteers to assist Residents in providing these required forms.**

Non-Compliance – there is no report.

Defibrillator – Ken reported he is looking to include a Defibrillator for our Club House in the 2017 Budget. The Masters recently purchased one at a cost of \$970.00, less a Rebate.

New Business:

Insurance Renewal – Ken reported our Insurance expires 10/31/2016. We received a package from BB&T and they offered to renew the same coverage for \$10,500.00, an increase of \$700.00. RPM obtained a quote for the exact same package, in the amount of \$7,600.00 plus an additional \$90.00 for Federal Terrorism coverage. Ken motioned we renew policy with new Broker for \$7,600.00, plus \$90.00 for Federal Terrorism coverage, as long as Carrier is equal to or better than what we currently have, seconded by Marie Hawkins. All approved except Shirley Drallmeier, who was absent, and Ellen Maracotta declined to approve with the additional \$90.00 for Federal Terrorism coverage. Chuck Pitassi, RPM, will talk to agent tomorrow and get everything started.

Violations Policy Resolution was discussed. All Board members had reviewed and approved prior to Board meeting. However, Chuck Pitassi, RPM, suggested we add an addendum to explain the Fining Procedure and establishment of a Hearing Date, to be included in the final certified letter to the Homeowner. All Board Members approved this Violations Policy Resolution, to include the addendum, and will sign off on this upon inclusion of the addendum on the Resolution Document. This Violations Policy Resolution replaces the Motion put forth and approved at our May 23, 2016 Board of Directors Meeting.

Emergency Spending Authorization Policy – This was approved and signed by Board of Directors present at the meeting. Shirley Drallmeier and Ken Nadler will sign upon their return.

Jim Rice called for a moment of silence for our residents who passed away during the Summer; Carol Appold, Margie Bylone, Sibel Cushing, Cecil Forster, Joe Galea, Alvin Jacek, and Lilli Treuer.

The next BOD meeting will be October 24, 2016 at the clubhouse.

Marie Hawkins moved to adjourn the Business Meeting. Kerry Cushing seconded the motion and all were in favor. Business Meeting adjourned at 9:00 PM.

Respectfully Submitted,

Marie Hawkins, Secretary
October 24, 2016

10/21/2016-mlh