

Minutes  
St. Augustine Ocean & Racquet Club Condominium Association, Inc.  
Board of Director's Meeting  
January 20, 2017 @ 10 AM  
On-site Clubhouse

1. Call to Order Robert Jones, President, called the meeting to order at 10:02 am at the date and location listed above
2. Determination of a Quorum: A quorum was announced with the following directors in attendance: Robert Jones, Donald Davis, Yvonne Wittreich, Susan Welch, Michael Providence, Carol Kuhn, Calum Jaap and Ted Bootey.
3. Confirmation of Proper Meeting Notice: The President announced that the notice of the meeting was accomplished in accordance with Florida Statutes and the Bylaws of the Association
4. Approval of Proper Meeting Minutes (November 10, 2016): *Mr. Providence moved, seconded by Mr. Davis, to approve the minutes with one change with includes the addition on the discussion that housekeeping will be responsible for water turn off and turn on when rental units are not occupied. All yes, motion carried.* (This will also be discussed, voted on and added to the official rules later in this meeting agenda)
5. Officer Reports
  - President: The President reported on the completion of the plumbing project for the common areas. Many owners have also made upgrades through WW Gay or through Florida Pipelining Solutions. Owners are encouraged to continue to sign-up for these upgrades, however the board will be discussing a rule later in the agenda to require all owners to shut their water off when leaving for a specific amount of time. The property missed a "cannonball" during the storm and efforts are being made to repair what was damaged although nothing was covered under the insurance due to a large hurricane deductible, which is a standard deductible. Draft meeting minutes have been requested to be sent to the Board Members before posting, with Susan Welch as Secretary in charge of reviewing them and the comments. The President also requested that draft minutes be presented to the board before posting on the website.
  - Treasurer: The Treasurer reported that the Association has 5.91 months of operating cash on hand. The reserves are down to \$345,000 due to the plumbing project. Five units are over 90 days, 2 with attorneys and the Association has a \$21,000 surplus for the year. Upcoming projects (including the fens and the elevator) will be partially paid from reserves.
6. Committee Reports
  - Financial: See Financial Report
  - Rental: Yvonne Wittreich reported and encouraged owners to abide by the guidelines of the rental program. The rental program has contributed \$615,000 in the past 5 years. Summer activities were well received and April seems to be a better month for 2017 versus 2016 due to a later Easter this year.
  - Building & Grounds: Mr. Davis reported that the CSO window had been replaced for easier package pick up. Also future projects would be focused on snow fence replacement and

upgrades to the bathroom areas at the large pool. David Cook suggested that the boardwalk be painted and relocated.

- Clubhouse: Mr. Macaluso to meet with Clubhouse Committee.
- Wireless: Mr. Providence reiterated the fact that most outages were because of Comcast outages in the area and NOT Ecco failure.
- Cable: Mr. Cook reported on several options and prices that were given from DirecTV and Comcast including internet in a bulk package. This issue has been tabled until a proposal is obtained from Hotwire who is a newer entity in the area.
- Rules: No Report
- Social: Mrs. Welch introduced 2 new committee members. The committee has a full schedule to keep the owners and renters busy and happy. Upcoming events include the Soup Supper followed by Trivia. Brittany is working with the social committee to plan events. Mrs. Welch encouraged the Board to plan meetings around events that have already been posted on the social calendar.

7. Unfinished Business

8. New Business

- Rules Regarding Water Shut-Off: *Mr. Providence moved, seconded by Mr. Davis, to approve the rules generated by the Association attorney regarding water shut-off requirements with 2 addendums (1. The minimum number of vacant days required to turn off the water will be 7 days. Addition of item #8. Housekeeping will be responsible for turning on/off the water when cleaning is finalized and no one will be occupying the unit for at least 7 days; in the event that there is a walk-in, maintenance, the office or the CSO office will be responsible for turn on.).* Welch and Wittreich – NO, all other directors – YES, motion carried (See exhibit A for rules)
- Clubhouse Updates and Cleaning: Lou Dubowicz, on behalf of Mr. Macaluso, passed on this topic until the committee can meet.
- Door Replacement: Mr. Davis reported that the board is awaiting 1 more bid in regards to unit front door replacements. A survey of the property has been done and once a sufficient bulk discount can be determined individual owners will be contacted with a recommendation.
- Elevator (Building #3): The elevator in building 3 has some mechanical issues that has caused it to stop working on some occasions. Members of the Board and David have met with the maintenance contractor and are awaiting quotes. In addition the board will move forward with new wireless communicators for all 3 elevators to remove any AT&T failures.

9. Other Business to Come Before the Board

- Unit Signage*Mr. Providence presented the board with the options for unit signage, both for the patios and the front doors. Mrs. Wittreich moved, seconded by Mr. Bootey, to approve the installation of new signage at a cost NTE \$15,000. A color scheme will be decided on once a new proof has been made. All yes, motion carried.*
- A member of the association voiced concerns over a tenant in Building 1 who has been showing inappropriate behavior that is not becoming of a resort atmosphere. The board will discuss this issue.

10. Adjourn With no further business to conduct, the meeting was adjourned at 11:38 am.