

St. Augustine Ocean & Racquet Club Condominium Association, Inc.

880 A1A Beach Blvd. St. Augustine Beach, FL 32080

On-site Clubhouse & Via Zoom Platform

February 28, 2023, 1:00 PM

Board of Directors' Meeting Minutes

1. **Call to Order:** Robert (Bob) Jones, President, called the meeting to order at 11:30 AM on the date and location listed above.
2. **Determination of a Quorum:** A Quorum of the Board was present with the following members in attendance in person or via Zoom: Bob Jones, Lou Dubowicz, Don Davis, Kim Shailer, Dan Griffin, and Carol Kuhn. Ann Taylor, Alan Wachs and Don Welch were not in attendance. Ellen Lumpkin was present on behalf of Sovereign & Jacobs.
3. **Confirmation of Proper Meeting Notice:** Confirmation was given that the notice of the meeting was posted in accordance with the Florida Statutes and the Bylaws of the Association.
4. **Approval of Minutes:** A **motion** was made by Kim Shailer to approve the minutes of January 5, 2023 and January 31, 2023 as presented. A second was received from Don Davis with all in favor.
5. **President's Report:** Bob touched on the fact that everyone has been working on obtaining landscaping and camera bids as well as obtaining the asbestos report from the State.
6. **Manager's Report:** Ellen Lumpkin advised that an insurance claim had been filed for Building 8 due to the damage done by the hurricane. A claim wasn't originally submitted but now that we have incurred substantial soffit damage a claim has been put in. The site inspector will be out tomorrow.
7. **Committee Reports:**
 - a. **Finance Committee:** Kim Shailer reported that all finances were normal at this time.
 - b. **Rules Committee:** No report.
 - c. **Rental Committee:** Starting the week of 3/3 Stephanie is going to put out a rental report every other week. Kim Shailer made a **motion** to accept the rental rates as presented from the Rental Committee which represented a 5% increase once the Board is notified of all the secondary charges. A second was received by Lou Dubowicz with all in favor.
 - d. **Building & Grounds Committee:** Lighting has been tabled. E-Pipe will be stopping by to coordinate when they will start on the additional 15 units. The Board is not going to get involved with the Owner who chose Anderson Windows but the Owner must have them do the proper install. Management is going to look into the local trade schools for maintenance. On Building #8 Kim Shailer made a **motion** to proceed with American Gutter for an amount NTE \$15K. A second was received from Carol Kuhn with all in favor. Kim Shailer made a **motion** to move forward with the landscaping fill dirt at Bldgs. 3-5-8 in an amount NTE \$10K. A second was received from Lou Dubowicz with all in favor.
 - e. **Social Committee:** Debbie reported that they have had several activities including Trivia, Book Club, Mardi Gras, breakfast, life- long learning and super bowl which were all well attended.
8. **New Business:**
 - a. **Approval of the New Web Site and Rental** – Completed.
 - b. **Storm Damage Repair on Bldg. 8 Roof and Soffit** – Discussed under Buildings and Grounds.
 - c. **Exterior Improvement of Buildings with topsoil and plantings** – Discussed under Buildings and Grounds.
9. **Old Business:**
 - a. **Update Camera Installation** – A meeting with WebWatch Dogs will be held this afternoon to finalize plans.
 - b. **Racquetball Building Update** – The contractor is waiting on the asbestos report from the State of Florida.
10. **Adjourn:** With no further business to discuss, Bob Jones made a **motion** to adjourn the meeting at 12:19 PM and Don Davis seconded the **motion**. With all in favor, the **motion** carried.

Respectfully submitted by Ellen Lumpkin, CAM