

**Sunset Royale Association
Board of Directors Meeting Minutes
November 16, 2017**

Call to Order: Frank Canino President called the meeting to order at 1:02 p.m.

Determination of Quorum of Board: Quorum determined. In person were Elvart Dikiy, Bob D'Orsi and Bill Guran. On speakerphone were Frank Canino, Bob Morris, Jr. and Paul Parr. Julie Trimpe, CAM also present in person. Dan Ploger was absent.

Confirmation of Proper Meeting Notice: Julie Trimpe, CAM confirmed the notice was posted on property minimum 48 hours in advance and emailed out to owners.

Approval of Previous Meeting Minutes – Motion was made by Frank Canino to dispense with the reading of the October 17, 2017 minutes and seconded by Bob D'Orsi. Four votes for and two votes abstained (Elvart Dikiy and Bob D'Orsi). Motion passed. A motion was made by Frank Canino and seconded by Bill Guran to approve them as submitted. Four votes for and two votes abstained (Elvart Dikiy and Bob D'Orsi). Motion passed.

The minutes will be posted on the Association's website.

Officers Report – Frank Canino reported that after some concern about the new washer doors being too low, Julie Trimpe requested the laundry leasing company to install platforms for those washers. **The platforms will be installed at no cost in a few days.** Bob D'Orsi reported that owners of the 12 units did not fix their rooftop A/C equipment damaged by the storm. He said that the A/C company representative will come next day to deal with those problems for owners who agreed with theirs A/C equipment serviced by this company. Paul Parr asked for installation of a combination lock for the roof access door so other repair people could go up and fix the equipment. **Julie Trimpe will provide such lock.**

Action Items Status – Frank Canino started reviewing the progress of the decisions made by the Board at the previous meetings by addressing the issue of window cleaning by individual owners in between the regular cleanings paid for by the Association. Julie Trimpe reported that New Window Company provided a quote for such extra cleaning, which needed some clarification regarding times of cleaning, exact pricing for the owners and issue of the screens. **After the clarification, the quote will be forwarded to the individual owners for their consideration.**

The next item was getting information regarding a booster pump quote. **Julie Trimpe reported that she did not get such quote from Dan Ploger who volunteered to get it.** The next issue discussed was the building exterior lights. Bill Guran reported that he found a nice polycarbonate light fixture in black at a cost of approximately \$39. He and Bob D'Orsi installed this fixture today and **will distribute the pictures of it in daylight and at night to all the owners to get their feedback.**

The other item that was discussed at the previous meetings and that needed clarification is the possible changes to the parking lot pavement replacement plan. This plan provided by Crest Engineering included replacement of sidewalk between two parking lot

entrances, which is owned by the county. **Dan Ploger was asked to clear this with Sarasota County but no further information was provided up until now.**

The last item on this list was website survey regarding bulletin board. Frank Canino reported that because of the recent crash of the website its back up version did not have the survey. **Frank will put it back again in a few days.** Suggestion was made by Frank to take this poll at the Annual meeting.

Old Business:

2018 Budget Discussion: The Board members again went over the second draft of the proposed budget line by line.

Some questions come up regarding increases in laundry income and laundry contract. Frank Canino explained that these changes in the budget were due to installation of new washers and dryers as well as an increase in the price of doing one washing load.

Frank Canino also said that Reserve Fund funding is staying the same as the last year.

Bob D'Orsi suggested to lower tree improvements expenses but the other board members objected because of the possibility of extensive tree improvements after the parking lot re-pavement.

Elvart Dikiy suggested to lower supplies expenses due to the fact that up to September the association is way below the budgeted for this year amount. Julie Trimpe explained that she expected spending more for supplies in the coming month and that this category was already lowered by \$300.

Bob D'Orsi commented that the contract with Management Company is set to be renewed in April. He asked to start with management fee increase in April, which will lower this item by \$150.

Elvart Dikiy commented that the Board made a decision in the past to have a Compilation report done every other year and it's due now for 2017 year. Bill Guran asked how much the cost of this report is. Julie Trimpe said that the cost for the last one in 2015 was \$1,200. She said that now it is required by law and only the members can vote to waive this requirement. Bob D'Orsi made a motion to put this waiver to the membership vote at the Annual meeting. Bill Guran seconded the motion. Five votes for and one vote against (Elvart Dikiy). Motion passed.

Frank Canino inquired if the price of the new Law & Ordinance insurance was included in the proposed budget. Julie Trimpe answered that it was and that she factored in into the expected budget increases in the premiums for flood and windstorm insurance policies. Elvart Dikiy inquired how big the expected increase in those premiums will be. Paul Parr mentioned the possibility of a 20% increase, but Julie Trimpe said that the guidance from our insurance agent is for about 10% for flood insurance with no firm timeline for it.

During further discussion of utilities expenses, Elvart Dikiy asked when the Association's contract with Comcast would expire. Julie Trimpe replied that it would expire around April of the next year. Elvart Dikiy suggested discussing the issue of negotiations for a new contract as a new business for this meeting.

In conclusion, Frank Canino said that to balance the budget the maintenance fee has to be increased by \$17 to \$510 per month of which \$14.50 is due to the new Law & Ordinance insurance. Bob D'Orsi suggested not increasing the monthly common charge but levying an assessment to balance the budget. Paul Parr made a motion to approve the distribution of the proposed budget draft to members with slight maintenance fee increase

and not to levy any assessment. Motion was seconded by Frank Canino. Motion passed unanimously. Julie Trimpe will send the proposed budget draft to the members first week of December.

Change to Declaration to Allow Exchanges of Limited Common Elements: Because the proposed change caused significant arguments and disagreements among the board members, Elvart Dikiy withdrew his request to put this proposed change to a member vote.

Paul Parr asked where the association locker was located. Elvart Dikiy responded that it is locker #11. Paul Parr stated that according to the original locker distribution plan the Association locker had been #4 and he asked that the association locker be returned to the original location. Bob D'Orsi who has locker #4 as his unit locker commented that #4 was assigned to his unit when he had purchased the unit and that was possibly done by previous President Marvin Motes and property manager John Goodwin.

New Business:

TV and cable contract renewal: Jan Guran, who negotiated the Comcast contract in the past, mentioned that the association should inform Comcast about the intention not to automatically renew 90 days in the advance. **CAM will send the letter to Comcast and Jan Guran and Elvart Dikiy have volunteered to work as a committee on the renewing TV and cable contract.**

Assistance Animal Request: Request is pending as attorney has requested additional information from the owner making the request.

Annual Meeting items: The Board discussed additional questions to be presented to the membership for the vote at the annual meeting and asked Cam to draft the wording for the question about waiving the requirement for a compilation report.

General Comments:

Elvart Dikiy asked if the maintenance person checks the lights as he noticed that there were about 20 lights out upon his arrival. Bob D'Orsi stated that maintenance person had just cleaned the light fixtures and that might have caused some of the problems. Manager stated she would have the maintenance person check each bulb and change bulbs if needed. Smaller watt bulbs such as 15W were requested.

Next Board Meetings: December 14, 2017 @ 1:00 PM and the Annual Meeting is on Saturday, January 6, 2018 at 9:00 AM.

Adjournment: Motion made by Frank Canino and seconded by Bob D'Orsi to adjourn. Meeting called to adjournment at 3:01 P.M.

Respectfully submitted,