

CLEARBROOKE TOWNHOUSE CONDOS BOARD OF DIRECTORS MEETING

June 27, 2018

The meeting was duly posted.

Meeting Called to Order: 604 pm by Scott Grant

1. Quorum Established (Present BOD: Scott Grant, Kiva Alvarez, Michele Pedulla)
2. Meeting Notice Verification-June 25, 2018
3. Approval of Meeting Minutes (May 30, 2018), waived reading, motioned by Kiva, seconded by Scott.

Attendees:

Ameri-Tech: Matt O'Neil

Homeowners: Ron Weining (1882), K and Cynthia Kluss (1817), Joyce and Richard Volta (1876), Donna Kamp (1808), Rene (1807), Cruz (1816), Marie Sebastian (1825), Peggy Rogan (1866), Bonczek (1878), Tulio (1850), Aleesa Pierre (1824), Carol Cook (1853).

President's Report: None

Financial Report: Approximately 10K in delinquencies as of 5-31-18 balance sheet. Full financials are sent to treasurer (Kiva) and reviewed with no concerns. Financial report motioned for approval by Michele, seconded by Scott.

Manager's Report:

1. Ageing and Delinquency: Delinquencies down to about 10K, 1860-9K Lien satisfied.
2. Violations Report: Violations discussed by Matt O'Neil, will be completing walk-through for violations the first week of the month. Several garbage can violations and guest parking addressed last month, very few issues in community noted.
3. Update Fire Damage: Justin not able to come today; Matt O'Neil updated that HVAC Cleaning will be starting tomorrow. Concern about slow progress, Matt to address with Phil and update board.
4. Fence painting: The inside of fences will be the final steps in the fence project.
5. Sidewalk grinding: Completed by Rene. Would like to start pressure washing sidewalks, agreed.

6. Update on drainage: Pinellas County Public Works aware of need for ditch attention, Matt calling weekly, suggest residents consider calling also.

Old Business:

1. Paving Bids: Have 2 bids, awaiting 3rd. Anticipate around 65K, discussed methods to complete with current finances. Will need to coordinate with roofing repairs.
2. Gutters: Randy continues with inspecting and cleaning out.
3. Landscaping Bids: Have several to look at, awaiting current lawn service group (Summit) to complete bid. Discussed options including consolidating fertilization and sprinkler systems. Still awaiting Summit full service bid. Will need to readdress next meeting.
4. Roofs: Will continue to complete roofs as reserve is available to complete based on condition list provided to Ameritech by Innovation Roofing. Many comments from residents about roofing company concerns, including bushes covered by tarps and ruined. Also, concerns about laundry room roofs addressed. Suggest bringing representative in to speak with residents at a future meeting.

New Business:

1. Next Meeting is Annual Meeting for Election of New Board

Homeowner Concerns

- Several topics discussed including
 - Replacement of shrubbery discussed by residents.
 - 1802-low palms and shrubbery in front needs to be cleared out due to snakes, rodents, etc.
 - Acknowledged and expressed appreciation for hard work and dedication of maintenance manager, Rene, by several homeowners.
 - Acknowledged and expressed appreciation for hard work and dedication of current board by several homeowners.
 - Website not updated, Matt to check with IT person to make sure minutes, financials, etc. are available for review by residents.
 - Termite coverage discussed. Will need to readdress at future meetings.
- **NEXT MEETING: Annual Meeting for Election of New Board Tuesday, July 17, 2018 @ 630 pm at the Clubhouse**
- **MEETING ADJOURNED: 736 PM** Motion by Scott, Seconded by Michele