

Sanctuary at Bay Hill Condominium Association

Board of Directors Meeting

Community Clubhouse

7400 Sugar Bend Drive

Orlando, FL 32819

Thursday, March 14, 2019 10:30am

Ivy Davis called the meeting to order at 10:31am

Establishment of Quorum

Board Members Present:

- Ivy Davis (President)
- Richard Thonert (Vice President)
- Cherin Sanroma (Secretary/Treasurer)
- Gerald Priceman (Officer)
- Aditi Gupta (Officer)(Telephonically)

Also Present:

- Paul Dobson (Owner)
- Mariam Conner (Owner)
- Debra Ainsley (Owner)
- Lori Coolidge, LCAM (Property Manager)
- Brenda Rozanc, LCAM (to take minutes)

A quorum of the Board was established.

Proof of Notice

Proof of notice was posted Monday, March 11th, 2018 at 10:00am

- 2019 Board of Directors
 - As there was not a quorum at the Annual Meeting and Election of Officers, the 2018 Board of Directors will remain on the Board for 2019.
 - All Directors will retain their current positions.
 - Ivey Davis, President
 - Richard Thonert, Vice President
 - Cherin Sanroma, Secretary and Treasurer
 - Gerald Priceman, Officer
 - Aditi Gupta, Officer
 - Signors for all Bank accounts must be updated and need to be scheduled
- 2017 change in FL Statute
 - It was established that Board of Directors can no longer serve more than eight years consecutively
 - In 2018 it was updated that the eight years are retroactive. In order to remain on the Board more than eight years
 - Must receive 2/3 of the vote to remain
 - No Quorum – no election
 - If there are only enough candidates to fill the vacant seats
- Submitted ARB
 - 7774 Sugar Bend is considering submitting an ARB to close in the screened porch with glass. Due to the cost, the Owner has not yet made a final decision.

- A motion was made by Richard Thonert to approve the submission, Gerald Priceman seconded the motion and the vote was unanimous.
- Landscape Update
 - Building 14 has four trees that are either dormant or dead and need to be removed and replaced. The proposal received was for \$5000. The Board has requested a second quote
 - **ACTION ITEM – Lori is to obtain a second quote**
 - The entire front of the Buildings have been completed. The back of the buildings now needs attention for drainage around the downspouts. Buildings 28 and 30 will be the first to receive the solution for drainage for the back of the buildings. The proposal was received for tearing out plants, installing mulch, installing rock and replacing plants. The cost is 2300 per building and the Board approved to proceed.
- Website
 - Florida Statute requires that the Association and that the Owner have access to documents. The decision needs to be made whether there is a Universal login or individual logins for each Owner. Gerald Priceman made a motion to assign each Owner a unique login and Aditi Gupta seconded the motion. The Vote was unanimous.
 - **ACTION ITEM – Lori is going to contact the Website developer and have this taken care of.**
- Roofs
 - Building 1 is beginning March 11th
 - Building 12 is scheduled next as it has active leaks
 - Buildings 23 and 24 will be next scheduled replacement
 - The roofs in Phase 2 are nine years newer and are scheduled for 2026
 - It was suggested that we continue to move forward with Phase 2 replacements and accelerate the replacement schedule
 - As they are not in need of replacement yet, it was determined that the replacements in Phase 2 will be scheduled in future years as needed
 - Due to the look of the roofs in Phase 2 a proposal for roof cleaning will be obtained
 - Roofers need to replace wood with vinyl strips to avoid carpenter bees
 - The soffits have been painted over in some areas and offer no ventilation to the attics.
 - **ACTION ITEM - Lori will inspect and determine how many soffit vents were painted over**
- Sign
 - Fast Signs provided a quoted of \$26K. The Insurance Company will only pay a percentage of the cost to replace the sign, which was \$17K.
 - Lori was able to secure a new sign along with LED lighting and plant materials for \$11K. This was able to save the Community \$6K
- Financials
 - Financials were reviewed through February 2019
 - Termite Bond of \$14K are scheduled for May 2019
- NEW BUSINESS
 - Errors in reserve study
 - Stairwells need attention – Phase 1 is steel framed and rusting. Phase 3 is concrete.
 - Gate Replacement has been tabled for the next meeting
 - Solutions for parking permits – there is confusion where they can park with the parking sticker. It needs to be determined when to bring the towing company and decide a course of action

Next Board Meeting is scheduled June 6th at 10:30am

Meeting Adjourned at 11:35am

Minutes prepared on behalf of the Board of Directors by Brenda Rozanc, One Source Management Solutions, Inc.