

Sanctuary at Bay Hill Condominium Association

Board of Directors Meeting
Community Clubhouse
7400 Sugar Bend Drive
Orlando, FL 32819
Thursday, May 9th, 2019 3:30pm

Ivy Davis called the meeting to order at 3:30pm

Establishment of Quorum

Board Members Present:

- Ivy Davis (President)
- Cherin Sanroma (Secretary/Treasurer)
- Aditi Gupta (Officer)(Telephonically)

Board Members Not Present:

- Richard Thonert (Vice President)
- Gerald Priceman (Officer)

Also Present:

- Mariam Conner (Owner)
- Nilu Tiwari (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, May 6th, 2019 at 10:00am

- Minutes from the March 14th, 2019 Board Meeting were reviewed.
 - Ivy Davis motioned to approve the minutes, Cherin Sanroma seconded the motion and it was unanimous.
- Financials were reviewed.
 - Sign expense GL code needs to be changed to Sign "Reserve" Expense.
 - **ACTION ITEM - Brenda Rozanc, from One Source Management Solutions Inc. will change the expense to the proper GL Code.**
 - Bank accounts – the interest being accrued at Suntrust Bank is nominal compared to the interest being accrued at Chase Bank or Regions Bank. Lori Coolidge, Association Manager suggested to withdraw the funds at SunTrust Bank, close the account; and divide the funds between Chase Bank and Regions Bank to gain more interest.
 - Ivy Davis, President made a motion to close the account at Suntrust Bank and disperse the funds between the accounts at Regions Bank and Seaside Bank. Cherin Sanroma seconded the motion and it was unanimous.
- Landscape Update
 - The employee assigned to daily detail work at the community is no longer on property. There was a two-week period where there was no detail work being performed but since then a new person has been assigned to the community and started May 3rd.
 - Proposal have been received but are pending until July for the work on the back of the buildings and the entrance. This will include rock and dark mulch.

- Building 14 has four trees that are either dormant or dead and need to be removed and replaced. The proposal received from the current landscape company was for \$5000. The Board had requested a second quote to compare. The second quote was obtained and though only a little less there is no warranty on the trees.
 - Ivy Davis, President made a motion to approve the higher quote from the current landscape company as it will include a life time warranty on the plant material, Cherin Sanroma seconded the motion and it was unanimous.
- Aditi Gupta requested to have photos of the planters and the new plants emailed to her.
- ACTION ITEM - Lori is to take photos of the planters in the front of the building and email them to Aditi Gupta.
- Roofs
 - It was suggested that we continue to move forward with Phase 2 replacements and accelerate the replacement schedule. This is not feasible with the current reserve funding.
 - The recommendation is that Building #2 be replaced in June/July after reserve funding is replenished. Then Buildings #21 and #22 are to be replaced in October/November of 2019.
 - Ivy Davis, President made a motion to accept this suggestion, Cherin Sanroma seconded the motion and it was unanimous.
- Speed Bumps and Road Repairs
 - Two quotes were obtained to install speed bumps throughout the community and also make repairs.
 - One quote was for \$9K and the other was for \$15K. As the quotes were not comparable in details, Lori is to receive revised quotes to compare and this has been tabled until the next meeting.
- No New Business was discussed

Next Board Meeting was not scheduled at this time.

Meeting Adjourned at 3:55pm

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

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- ACTION ITEM - Lori is to take photos of the planters in the front of the building and email them to Aditi Gupta.