

# **OCEAN VIEW MANOR CONDOMINIUM ASSOCIATION, INC.**

**3600 SOUTH OCEAN SHORE BOULEVARD**

**FLAGLER BEACH, FL 03624**

## **MINUTES OF THE BOARD OF DIRECTORS' WORKSHOP**

**SEPT. 7, 2011**

President Jim Stanton opened the meeting at 11:00 AM. Directors Rosemarie Claxton, Mary Burgos, Bill Hopson, Allyson Huskisson, Bob Minahan, Jim Stanton and Terri Westwood were present. Also present were Maintenance Manager Tom Pawson and Office Manager Debi Pawson.

Minutes of the July 20, 2011 meeting were approved as distributed.

### **Correspondence:**

A letter was received from the owners of unit #614 complaining of the horrible odors emanating from unit #615 causing them to lose rentals.

After the letter was read, several owners in the audience and several Board members residing on or near the 6th floor echoed the complaints and demanded something be done. A general discussion was held concerning the occupant and possible solutions. Tom has contacted the owner and received verbal permission to oust the occupant and initiate clean-up. Tom had a Board of Health Inspector visit the unit last week and the Inspector refused to take any action saying "the man has a right to live as he chooses"

Debi was asked to call any and every agency that could possibly help us, including the local police.

The Board agreed to do whatever it takes to get the occupant out and to get the unit cleaned up as fast as possible for the health and safety of all other residents and staff. We will clean up first, and sort out the expenses later.

Jim asked about any progress in the on-going problem with the past due accounts of unit #113. The last correspondence from one of the owners promised to have an answer to our proposal to rent the unit. Nothing further has been forthcoming. The Secretary was asked to write again to the owners seeking some agreement on our proposals.

### **Treasurer's Report:**

Jim discussed the financial report as of the end of August. He noted that the expenses were just about on budget, while the income was slightly below expectations. This is largely due to the almost \$9,000 shortage from Unit# 113 and another unit which is in foreclosure. All other long term over-dues have been caught up. Our default rate is much lower than most other condominiums in the area, but we need every unit to stay current to fund our very tight budget.

While presenting the Board with his proposed budget for 2012, Jim anticipated an increase of 3.67% over the current budget. Some of the factors that influenced the proposed budget are: unit#121 will be rented full time starting this fall; we are renting extra storage space and lockers to enhance cash flow; \$5,000 has be re-entered into the budget to cover revenue lost to non-payment of maintenance fees; \$800 per month is being put into a reserve for wind and storm damage which has a very high deductible. This reserve will help cover losses due to wind and storm, and will also help satisfy HUD's requirement that 10% of budgeted expenses must be added to the reserves for them to approve insurance for mortgage lenders. Without this 10% coverage, mortgages would not be approved.

Discussion of the proposed budget was held for new business.

**Maintenance report:**

All roof drains and piping for the 9th floor has been repaired and replaced

All common area electrical receptacles have been replaced with new

Unit # 121 has been cleaned, painted, repaired and is ready for rental. Tom and Debi were complimented on their efforts to upgrade the unit.

More waste and drain lines on other floors will have to be replaced in the near future due to 30 years of wear and tear

The next priorities are to seal the A/C chases to protect electric wires from water damage, and to replace all aging fire sprinkler heads

Two of the four leaking bath tubs reported last meeting have been updated. The other two owners are resisting repairs Tom will keep working on them to comply.

It's time to get started on the building painting project. Tom would like the color selection committee to have the color(s) selected by the end of the month. Bill would like the committee to meet on the afternoon of Sept. 21st. He would like a male owner or two to join with him, Pinky, Terri, Debi, Carol and Linda to select the paint color and scheme. Call him at 386 793-9345.

**New business:** A tenant in #516 requested permission to procure and place a portable basketball backstop on the tennis court. Concern for the fragile fencing around the court caused the Board to temporarily deny the request pending further investigation of the condition of the area involved and will make a final decision at the next meeting.

A general discussion of the proposed budget and its anticipated increase took place. Jim asked each Board member to study the proposal and offer any suggestions or changes before its adoption at the November meeting.

No other business was brought before the Board and the meeting was adjourned at 12:35 PM.

Respectfully submitted,

William Hopson, Secretary