

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

**3600 SOUTH OCEAN SHORE BOULEVARD**

**FLAGLER BEACH, FL 03624**

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

**NOV. 9, 2011**

President Jim Stanton opened the meeting at 11:00 am. Present were Directors Pinky Burgos, Rosemarie Claxton, Bill Hopson, Allyson Huskisson, Bob Minahan and Jim Stanton. Teri Westwood was absent. Also present were Tom Pawson, Maintenance supervisor and Debi Pawson, Office Manager.

Minutes of the previous meeting were approved as distributed.

Jim asked for a moment of reflective silence in memory of long time residents Jan Stover and Theresa DiLilli who recently passed away.

As this was the annual budget meeting, Jim opened the floor to public discussion before the Board took formal action on the proposed budget for 2012.

Various owners raised questions regarding the continued rise in monthly fees, salary increases for employees, health insurance for employees, costs for replacing hot water valves and heaters, money borrowed for insurance premiums, liens against owners for non-payment of monthly fees and assessments and procedures for auditing the Association's business.

Several owners defended the salaries paid to the maintenance and office staff as well worth it as they have continued to provide outstanding service to the Association.

In response to the questions raised, Jim said that most condo in the area are experiencing 25 to 30 % delinquencies and vacancies. We are in excellent shape with only 4 units currently in or nearing foreclosure. We put \$5000 into the

budget to cover for non-payments in the new year. The non-payment and delinquencies account for approximately 3% of the proposed 3.63% budget increase for 2012. The actual increase is therefore closer to 0.6%.

Jim also explained again about the large savings in time and money gained by having the annual audit done in-house. He also explained the need for and the requirements of the funding of the reserve accounts. We are staying just within the minimum percentages required by the Federal mortgage insurers. This benefits all owners who want to buy or sell units.

At this point, Jim closed the public discussion and asked the Board to consider adoption of the proposed budget.

**Pinky Burgos moved and Allyson Huskisson seconded a motion to approve the 2012 budget as proposed. A roll -call vote showed 6 Ayes, 0 Nays and 0 abstentions. The motion passed. A copy of the budget is attached to these minutes and is made a part of by reference. All owners will be notified by letter of the new monthly maintenance fees that will start in January 2012.**

**Treasurers Report:** Jim said that we are currently about \$1,900 over our expected expenditures mostly due to variations in the time monies are received and expended. We are basically right on budget.

Debi reported that currently 4 units are in various stages of foreclosure, #720 may have a buyer, we will lock out until paid; #517 has a court date set for foreclosure as does #113. #213 will be foreclosed, but we can rent it to recoup some expenses until the Bank takes it over.

The Treasurers report was approved as presented.

**Maintenance Report:** We do not have keys or means of accessing #113, and there may be a mold problem developing. The Board authorized Tom to force entry and inspect the unit. The door locks will be changed so that we can have access.

Since the last meeting Tom has sealed leaks to the building, 4 rusted window sill re-bars have been repaired, repainted 5 small area of the exterior to prevent damage, and the light posts and shield on A1A have been repainted.

New carpeting will be installed on the 2nd and 3rd floors after some interior painting and small repairs are completed.

Tom asked for the OK to proceed with the process of painting the exterior. **Allyson Huskisson moved and Pinky Burgos seconded a motion to approve the paint colors as selected by the committee. The motion passed without opposition.** We will ask the supplier for additional renderings showing various applications of the trim paint. The final style will be selected later.

Tom is still in discussion with several painting contractors. He is looking for some type of work split between us and the contractor. We can lower the cost by doing much of the work ourselves. Due to weather concerns and other factors, Tom is looking for a start-up after the weather breaks sometime around March.

A resident complained to Tom about excessively loud and annoying noise from the recent high winds. After investigation Tom found the source was a broken railing on the 9th floor. The rail had vibrated loose from its bracket. All railings need to be checked and repaired if needed. Debi will post a notice on the closed TV to notify everyone to be careful. Call Tom immediately if you suspect anything wrong.

A dishwasher has been installed in the meeting room kitchen area.

Fire hose connections have been replace.

Electrical outlets and a hose bib have been added to the area near the recycle bins.

3 breaker boxes have problems and have been given temporary repairs. They will need to be replaced due to ageing.

A treadmill has been donated to the gym by the Grottis. Thanks were extended.

The front doors have been adjusted, but one door does not latch securely. Please use care to insure that the doors are fully locked.

Keys to several units and the security locks have been reported lost. Owners who replace their door locks must supply new keys to the office.

During the recent wind and rain storms many #X15 units suffered water damage., picnic tables were damaged and the generator malfunctioned. The units were cleaned up, the damages repaired, but the generator will need some major work to its controls. Riad offered to help Tom with the generator.

Bath tubs are being replaced Tom has negotiated a special deal with Bath Fitters for special pricing on replacement tubs and showers.

Many toilet supply valves are breaking down. Tom wants to offer replacement services at no cost to the owner. The Board will buy the valves. The Board considered this a needed measure to protect the building from water damage and gave Tom permission to proceed.

New sprinkler heads for the parking garage are on hand and being installed as time allows. There are some 400 valves to be replaced.

More waste water pipe problems have surfaced on the 9th floor. On-going repair and replacement are done as needed.

Tom was thanked for his skill and dedication to our building. We all have benefitted from his efforts.

There was no further business and the meeting was adjourned at 1:00 pm.

Respectfully submitted,

William Hopson, Secretary