Tuscany Square I Condominium Association, Inc.

Board of Directors Meeting

Minutes (Unapproved)

Date: June 25, 2015

Place: Venetian Bay Clubhouse

Time: 1:00 PM

1. Meeting called to order at 1:05 PM by Ken Kopecky, President of the Board.

**Board Members Present:** Ken Kopecky, Richard Mistarz, Skip Brannan, Lloyd Morris, Nancy Graves, Leslie Wright.

**Board Members Absent:** Flo Riggie.

**Present from Atlantic Shores Management:** Mark Roskamp and Sheila Watson

**Owners Present: None**

1. The minutes of the May 28, 2015 meeting were approved.
2. Financial report was given by Mark Roskamp. Richard Mistarz moved to approve the financials. The motion was adopted unanimously after discussion.
3. Statements for the record: None
4. Main Motions:
5. Ken Kopecky moved to appoint Leslie Wright to the Board as the replacement for Martin Pham who resigned. The motion was adopted unanimously.
6. Richard Mistarz moved to approve regulations for commercial and residential construction. The motion was adopted unanimously after discussion and amendment.

**Commercial and Residential Construction Regulations**

1. All property modifications, whether residential or commercial, require the submission of a completed “Property Modification Request,” available at the website, <http://tuscanysquarecondominimum.org>, under the Forms tab. Approval of this request is required before any work can commence.
2. A pre-construction meeting with the contractor is required to provide Tuscany Square 1 Condominium with copies of the relevant building permits (see the list of “Required Building Permits” also available under the Forms tab), certificate of insurance naming, among others, Tuscany Square 1 Condominium as an insured, and the contractor’s license.
3. Richard Mistarz moved to install dumpster enclosures with aluminum gate frames for the SW and NE driveway trash locations. The motion was adopted unanimously after discussion.

1. Board Member Comments:
2. Richard Mistarz:
3. Condominium Sign: The sign will be installed in the near future after the concrete base and electrical line are installed.
4. TSQ1 Utility Bills: A committee (Richard Mistarz, Nancy Graves and Flo Riggie) examined TSQ1’s electric and water meters and their associated billing. The committee noted that the location of the service areas of several electric meters, as shown on the bills, are incorrect and should be changed. Some of the connected loads may be to the wrong meters. Further investigation is recommended.
5. Prior Dumpster Payments: ASM will review the amounts paid by TSQ1 Condominium, and Leslie Wright will review the amounts paid by the Town Center Association. The data will be reported to the Board at the July meeting.
6. Ken Kopecky:
7. Requested a committee to determine how to proceed with repairs after the lawsuit is settled. Nancy Graves, Leslie Wright and Richard Mistarz volunteered as members.
8. Elevator Maintenance Contract: Reviewed the amounts paid recently to the companies that provided proposals and/or repairs.
9. Will contact KWA for a proposal to repair soffit damage on NE corner.
10. Skip Brannan:

1. Maintenance Update:

a. Main Entrance Gate – Underground phone lines have deteriorated, so electronic signals can no longer be transmitted. Skip will research the cost of repairing the present system or installing a new system.

b. Security Cameras: Additional cameras will be installed in July.

c. Surge suppressors: The cost of surge suppressors for six (6) elevators is $6,000. Skip will also investigate the cost of a surge suppressor for the entire complex.

2. Beautification: No update at this time.

1. Lloyd Morris:
2. Flo Riggie: Absent.
3. Nancy Graves:
4. Leslie Wright:

1. Commercial Activities: Happy Deli’s build out should be completed shortly.

Meeting adjourned at 3:30 PM

The next monthly Board Meeting will be held at 1:00 PM on July 23, 2015.

Respectfully submitted,

Sheila Watson