Tuscany Square I Condominium Association, Inc.

Board of Directors Meeting

Minutes (Unapproved)

Date: October 22, 2015

Place: Venetian Bay Clubhouse

Time: 1:00 PM

1. Meeting called to order at 1:02 PM by Ken Kopecky, President of the Board.

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

Absent:

**Present from Atlantic Shores Management:** Mark Roskamp, Sheila Watson.

**Owners Present:** Bob and Jimi Duckworth (Unit 324).

1. The minutes from the September 24, 2015 meeting were approved.
2. Financial report was given by Mark Roskamp. Flo Riggie moved to approve the financials. The motion was adopted unanimously after discussion.
3. Statement for the record:
4. Ken Kopecky requested that transactions pertaining to the Reserve Account be included on the Transaction Detail by Account Report.
5. Steve Joyce will receive TSQ1 Board Meeting Minutes.
6. Conner Curtis joined our maintenance crew on a part-time basis.
7. Dippers will be reopening on November 8th under new management.
8. Motions:
9. Lloyd Morris moved to accept the proposed budget for 2016. The motion was adopted unanimously after discussion.
10. Skip Brannan moved to hire Brett Holland to make needed repairs to the ventilation system in six (6) trash rooms at a cost of $3,000. The motion was adopted unanimously after discussion.
11. Skip Brannan moved to re-key locks and doors for all electrical and storage rooms at a cost of $425. The motion was adopted unanimously after discussion.
12. Ken Kopecky moved to adopt the regulations for Commercial and Residential construction and Move-in Move-out regulations. The motion was adopted unanimously after discussion.
13. Resident comments not associated with agenda items:

Bob Duckworth (Unit 324) inquired about pressure washing the building to eliminate unsightly mildew buildup. Ken Kopecky stated that the Board is not able to address this problem until our engineering firm KWA has completed its deposition. At that time the Board will know whether or not further testing is needed. Pressure washing prior to KWA’s deposition would increase uncertainty surrounding the interpretation of the test’s results, which would reduce the amount of damages that we would be able to recover.

1. Board Member Comments:
2. Ken Kopecky:
3. Lawsuit Update: Per an email from our attorney Scott Kiernan, the mediation date will be scheduled for either March 3 or March 4, 2016. Depositions by KWA should be given at the beginning of February 2016.
4. Budget Review: The proposed budget for 2016 was reviewed. To avoid a special assessment, pool membership was eliminated for 2016. Owners will have the option to join the pool on an individual basis. Geosam will post the membership price at a later date.
5. Dumpsters: Happy Deli has a 4yd dumpster which should eliminate overloading problems. Amalfi’s continues to use a 2yd dumpster, which the Board views as inadequate. Leslie Wright believes the problem results from an inadequate pickup schedule rather than the size of the dumpster. The Board will revisit this issue at the next meeting and discuss levying fines for an overloaded dumpster,
6. Richard Mistarz:
7. Dumpster Enclosures: This project is completed and has been well received.
8. Sinking Ground: Steve Joyce has begun working on this problem.
9. Lighting Bills: Electrical breakers 1 and 16, which are labeled ‘Lakeside Walkway’, refer to the soffit lights and are thus TSQ1’s responsibility.
10. Window Replacement: The search for additional window providers continues.
11. Skip Brannan:

1. Fire Code Violations: Letters have been sent to residents regarding payment for replacements of escutcheons (covers). After payment has been received, Steve will complete the work. Repair of sprinkler heads has been completed.

2. Trash Room Ventilation: Brett Holland will make repairs to all trash room ventilation systems. In addition, the Board requested an estimate for venting the rear commercial inner hallway to the trash room in building five (5). The purpose of the vent is to reduce odor near the elevator in building 5.

3. Gate Access Workaround: Alternative workarounds are being investigated.

4. Re-Key Locks and Doors: Due to potential security issues, the Board needs to re-key all electrical and storage room doors. Two additional security measures will also be activated: A. Sign in/out sheet in the electrical rooms. B. Document for tracking key ownership.

5. Fire Extinguisher Inspection: ASM will schedule the annual fire extinguisher inspection.

1. Lloyd Morris:
2. Flo Riggie:

1. Dogs in excess of the 20 pound limit: ASM will send a ‘Request for Information’ to the owner and renter of any unit in which a large dog is housed. After receiving a reply, the Board will verify the information submitted and take appropriate action.

2 Petition for Temporary Housing of a Large Dog: The board will discuss this petition at the next meeting.

3 Riding Bicycles in the Hallway and Driveway: There have been several complaints from residents about children riding bicycles in the hallway of building five (5) and in the driveway of the complex. ASM will send a letter to the owner and resident requesting that these activities cease immediately.

1. Nancy Graves:

1. Soffit Repair Update: Soffit repair under the patio of unit 226 is ongoing. Metal framing is completed, and the contractor is waiting for a building permit. TSQ1 will file an insurance claim for the repair.

1. Leslie Wright:

1. Past Dumpster Billings: Ken Kopecky gave Leslie the information about past dumpster billings for which TSQ1 is requesting reimbursement. She will review the document and respond at the next Board meeting.

2. Status of Building Permit for Door Installation in Unit “V”: Platinum Home Builders has agreed to obtain the necessary permit. However, a delay is likely because New Smyrna Beach is behind on issuing permits.

1. Atlantic Shores Management Comments:

Meeting adjourned at 3:05 PM

The next monthly Board Meeting will be held at 1:00 PM on November 19, 2015

Respectfully submitted,

Flo Riggie

Secretary