

Tuscany Square I Condominium Association, Inc.  
Board of Directors Meeting Minutes

Date: March 24, 2016  
Place: Venetian Bay Clubhouse  
Time: 1:00 PM

- I. Meeting called to order at 1:04 PM by Lloyd Morris, President of the Board.

**Board Members Present:** Lloyd Morris, Richard Mistarz, Thom Keeney, Flo Riggie, Nancy Graves.

Absent:

**Present from Atlantic Shores Management:** Mark Roskamp.

**Owners Present:** Margaret Miller (Unit 413), Michael Freed (Unit 333), Mark Umbenhen (Unit 417).

**Others Present:** James Stowers, Esq, Attorney, Geosam, Steve Joyce, Maintenance Supervisor, TSQ1, Skip Brannan, Board Liaison.

- II. The minutes from the February 25, 2016 meeting were approved.
- III. Financial report was given by Mark Roskamp. Richard Mistarz moved to approve the financials. The motion was adopted unanimously after discussion.
- IV. Statement for the record:
- a. Skip Brannan resigned from the Board of Directors effective March 7, 2016. However, he will continue to function as the Board's Liaison.
  - b. Amalfi's and The Spa are responsible for two fire alarm bills from CSG. These bills will be forwarded to James Stowers for payment by Amalfi's and The Spa.
  - c. Amalfi's is in charge of Pool Membership. A single membership is \$350 and a family membership is \$475.
- V. Motions:
- a. Thom Keeney moved to re-send revised parking rules by email and by physical attachment to doors. The motion was adopted unanimously after discussion.
  - b. Nancy Graves moved to enter into a Community Association Annual Retainer Agreement with Becker and Poliakoff in the amount of \$200. The motion was adopted unanimously after discussion.
  - c. Flo Riggie moved to send realtors a copy of the summary of rules and regulations to be attached to rental agreements. The motion was adopted unanimously after discussion.
- VI. Resident comments not associated with agenda items:
- Margaret Miller (Unit 413) expressed concerns about Amalfi's garbage dumpster lid being open continually and overflowing. Also, hinges on the enclosure door are breaking and allowing the door to fly open with potential to

hit someone walking by. Further, oil drippings have not been cleaned properly and are causing a foul odor.

VII. Board Member Comments:

a) Lloyd Morris:

1. In State Banking: The Board's desire to return Operating Funds to an instate bank was discussed. Mark Roskamp offered several solutions and will check into further options with Florida Community Bank. The matter is on hold for this month.
2. Water Line For The Spa & Salon: The request to drill a hole in the trash room by Building Five (5) was discussed. Steve Joyce indicated that the Utility Commission was adding a 1 ½" line to the water meter installed by Building Five (5) this morning. Lloyd and Skip left the meeting to talk with the Utility Commission about the work they were performing.
3. Expansion Joint Repairs: ACE will be starting this work next week. Steve will request a price for repair of all expansion joints.
4. Valleys On The Roof: Steve stated that there are 140 valleys on the roof and can be repaired at a cost not to exceed \$1,500 each.

b) Richard Mistarz:

1. Spa and Salon Construction: Concerns about the structural integrity of the back doorway were discussed and photos were shown. Neither Geosam nor the contractor have expressed any intent to address the problem.

c) Thom Keeney:

1. Late Fees: The new format of the financial statement were discussed. It was requested of Mark that he look into why the late fees *which have been removed* appeared in the first place.
2. Parking Rules: The recent distribution of the parking rules was discussed. Several changes to improve the clarity of the document were suggested and noted on the notice that was posted on the residents doors on February 19<sup>th</sup>. Skip Brannan will be revise and re-distribute this document.

d) Flo Riggie:

1. Move-in/Move-out Rules: A discrepancy in the move-in/move-out rules between the summary document and the individual document on the web site has been noted. Skip Brannan will revise the individual document to match the summary document and post the revised document on the web site.
2. Rental Agreement Attachment: Sending the summary document of rules and regulations to the realtors to be attached with the rental agreement was discussed. It was agreed that this should be done. Skip Brannan will send the summary document to the realtors.
3. Welcoming Committee: A suggestion was made to form a Welcoming Committee consisting of a Board member, a resident and Skip. This committee could share the rules with renters or owners who did not receive them, introduce Skip Brannan as the liaison and go a long way to developing a good relationship with new residents.

e) Nancy Graves:

1. Hold Harmless & Indemnity Agreement: The need for a Hold Harmless & Indemnity Agreement with the contractor of the Spa and Salon for the protection of both TSQ1 and Geosam was discussed. James Stowers will look into this.
2. Board Attorney on Retainer: The need to have an attorney for the Board on retainer was discussed. Becker and Poliakoff can provide this service thru a Community Association Annual Retainer Agreement. It was requested that Mark Roskamp provide a list of ASM services to determine if any services will overlap.
3. Condominium Board Certification Course: Becker and Poliakoff will hold a Board Member Certification course in May. Nancy Graves will send details for those who wish to attend.

VIII. Atlantic Shores Management Comments:

- a) Elevator Deposit: ASM will hold refundable elevator deposit checks until move-in or move-out is completed. If the elevator has not been damaged, checks will be voided and returned.

Meeting adjourned at 3:55 PM

The next monthly Board Meeting will be held at 1:00 PM on April 28, 2016

Respectfully submitted,  
Flo Riggie  
Secretary