Tuscany Square I Condominium Association, Inc.

Board of Directors Meeting Minutes

Date: August 25, 2016

Place: Cross Creek Church

424 Luna Bella Lane Unit 133

Venetian Bay Town Center

New Smyrna Beach, Florida 32168

Time: 6:00 PM

1. Meeting called to order at 6:00 PM by Nancy Graves, President of the Board.

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

Absent:

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

**Owners Present:** Mike & Pat Hatzel (Unit 431), Michael & Lorraine Setaro (Unit 426), Anita Schlueter (Unit 228), Sharron Sorenson (Unit 428), T.B. Watson (Unit 323), Jeffrey L. Kohlscheen (Unit 317).

**Others Present:** Steve Joyce, Maintenance Supervisor, TSQ1, Skip Brannan, Board Liaison.

1. The minutes from the July 28, 2016 meeting were approved.
2. Treasurer’s Reports:
   1. Financial report was given by Mark Roskamp. Flo Riggie moved to approve the financials. The motion was adopted unanimously after discussion.
   2. Construction financials were given by Thom Keeney.
3. Motions:
4. Richard Mistarz moved to approve payment to Steve Joyce for 33 hours of time spent as Construction Project Manager to be paid as a bonus at the rate of an additional $12 per hour. The motion was adopted unanimously after discussion.
5. Lloyd Morris moved to contract with Blickwood, LLC to install new flooring in six (6) elevators in the amount of $1,229 to be paid from the elevator cab reserve fund. The motion was adopted unanimously after discussion.
6. Nancy Graves moved to adopt Rule 24 – Access to Units and Keys which provides the authority to enforce Section 11.1 (a) of the Declaration of Condominium of Tuscany Square I, A Condominium. The motion was adopted unanimously after discussion.
7. Lloyd Morris moved to approve payment to Becker and Poliakoff in the amount of $21,619.96 for services rendered from June 6, 2016 to June 30, 2016. The motion was adopted unanimously after discussion.
8. Resident comments not associated with agenda items:

* The consensus of those in attendance is that evening meetings are beneficial to the community and should continue.
* Mike and Pat Hatzel (Unit 431) expressed concern about the excess of bottles and trash in the parking lot by the pool and broken glass in the pool area. James, who stated that he was hearing about this for the first time, will look into it.
* Mike and Pat Hatzel (Unit 431) and others expressed concerns about the walk thru gates, especially the one by the exit gate, often being open. Nancy will have Steve look into this.
* Lorraine Setaro (Unit 428) expressed concerns about vehicles blocking her driveway and not knowing who to call to have the vehicles moved. She was instructed to call Skip Brannan.
* Multiple residents expressed concerns about the speeding in the courtyard as well as the vehicles parked in areas not designated for parking. Nancy explained that the new management company which is scheduled to start September 1, 2016 has offered suggestions to help us solve the parking and other issues.

1. New Business:
2. Nancy Graves:
3. Nancy stated that in the next several months we will start getting our official records in order and stored in a designated location.
4. Nancy shared an estimate from Classic Touch Painting to cover all the painted pads outside the elevators with a more attractive coating for a cost of $2,800. This could be considered after the painting and building repairs have been completed.
5. Nancy is looking for the original roof contract and warranty to determine if proper materials used. Mark stated that he would look for both and send them to her.
6. Flo Riggie:

1. Flo asked James if Geosam would consider putting the street address in a visible place on the apartments to keep lost apartment visitors from wandering around our courtyard looking for unit numbers that don’t exist in Tuscany Square.

2. Flo requested that a permanent sign be placed on the garbage room door in building four (4), second (2nd) floor to remind residents to close the door securely. Skip stated that there may be an extra one that can be put up. Richard questioned if the doors were left open to eliminate the odors. He stated that the Board spent money to fix the exhaust fans in the dumpster rooms but that they were not often running. Steve will look into this.

1. Old Business:
2. Nancy Graves:
3. Transition to Leland Management continues. Leland will be sending a welcome letter to all. New coupon books will also be sent. Instructions for payment of maintenance fees is explained in the welcome letter.
4. Richard Mistarz:
5. Nancy made several changes to the committee list and will be giving them to Richard.
6. Steve will teach all Board members how to reset elevators.
7. James Stowers:

1. James was not able to speak with Mike Knotek, Chief Building Official for New Smyrna Beach about the potential issues with speed bumps inside the courtyard as he did not attend the meeting where he was expecting to speak with him. Mark stated that if we did decide to put up speed bumps, that Tomoka Meadows has two 12 foot plastic speed bumps that they would sell us for $250.

1. Skip Brannan:

1. Skip will send out the email and postal letters about speeding along with notices about the Spa offering residents a promotional discount on services.

2. The grill area now has new benches and a trash can for used charcoal.

3. Flo forwarded the updated Purchase/Lease Word document that Mark created for posting on the web page. Additional updates to replace reference to Atlantic Shores Management will have to be made before posting.

Meeting adjourned at 8:40 PM

The next monthly Board Meeting will be held at 6:00 PM on September 22, 2016

Respectfully submitted,

Flo Riggie

Secretary