Tuscany Square I Condominium Association, Inc.

Board of Directors Meeting Minutes

Date: September 22, 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, Flo Riggie, Lloyd Morris.

Absent: Thom Keeney, James Stowers

**Others Present:** Steve Joyce, Maintenance Supervisor, TSQ1, Skip Brannan, Board Liaison. Mark Michalek, Leland Management

**Owners Present:** Sheryl Rice Geosam, Marget & Hank Miller 413, Anita Schlruta 228, Victoria Baue 212, Soneason 428.

1. **Approval of Minutes: August 25th, 2016**- Flo moved to approve the minutes from the August 25th, 2016 board of directors meeting. Richard seconded the motion. All in favor motion carried to approve the minutes from the August 25th, 2016 board of directors meeting.
2. **Treasurer’s Reports:**
	1. **Financial report**- Mark updated on transition process from Atlantic Shores.
	2. **Construction financials**- Nancy provided an update on current constructions issues. Nancy moved to approve to pay Steve $408 for construction work hours. Flo seconded the motion. All members were in favor motion carried to approve payment of $408 to Steve for construction work hours.
3. **Committee Reports-**
	1. **Construction**- Steve updated on roof, painters, and information on Sherman Williams. Discussion was also had on pressure washing roofs.
	2. **Landscape**- Skip gave an update on garden installation.
	3. **Lease/purchase**- No lease or purchases this month. Discussion had on the process moving forward.
	4. **Town Center**- Townhome construction to begin and Spa has opened.
	5. **Architectural Review**- Richard updated on approved applications.
4. **Unfinished Business**
	1. **Building Improvements-** Discussion was had on commercial unit openings and approvals
	2. **Nancy Graves**
		1. **Discuss schedule for elevator floor replacement-** Tenitive schedule for Oct 13th -14th Skip and Nancy to schedule with the vendor.
	3. **Richard Mistarz**
		1. **Discuss Steve’s training of Board members on how to reset elevators-** Nancy to set time frame for training.
5. **New Business**
	1. **Discuss need to increase size of Commercial dumpsters located near the Spa**- Geosam to increase dumpster size from 4ft to 6ft.
	2. **Nancy Graves**
		1. **Discuss inadequate fire panel**- Nancy discussed fire inspection report
		2. **Discuss Background checks for tenants**- 3rd party will receive applications for approvals directly from the website
		3. **Discuss allocation of lawsuit settlement funds**- Funds are expected to be received by Oct 9th. Discussion was had on options with money.
		4. **Discuss hiring of part time maintenance person**- Discussion was had on waiting until construction is finished. Discussion also had on cleaning schedule and maintenance request process.
		5. **Discuss Legal Opinion From Becker & Poliakoff regarding the sprinkler retrofit requirement according to FL Statues.** Discussion was had on the legal opinion from attorney stating the association did not have to take any action.
	3. **Richard Mistarz**
		1. **Review of proposed new soffit lights-** Discussion had on issues obtaining correct size fixtures.
	4. **Flo Riggie**
		1. **Discuss procedure for creating future Board meeting agendas-** Leland to handle creating agendas.
6. **Owner Comments Unrelated to Agenda Items (3 minutes per owner):** Discussion was had on Christmas lights, rentals, resale process and approvals.
7. **Adjournment-** Meeting adjourned at 8:16 PM

The next monthly Board Meeting will be held at 6:00 PM on October 27th, 2016.