NOTICE OF BOARD OF DIRECTORS MEETING

FOR TUSCANY SQUARE 1 CONDOMINIUM ASSOCIATION, INC.

**Date: Thursday, July 27, 2017**

**Time: 1:00 PM**

**Place: Tuscany Square Condominium Unit 318**

**424 Luna Bella Lane**

**New Smyrna Beach FL 32168**

Minutes

1. Call to Order- The meeting was called to order at 1:07pm
2. Quorum- Nancy, Richard, Thom, Flo and Marge were present, James and George were not present. Also in attendance were Skip Brannan and Mark Umbenhen. Mark Michalek was in attendance via cell phone.
3. Approval of Minutes: June 29, 2017- Thom moved to approve the minutes from the June 29, 2017 board of directors meeting. Marge seconded the motion. After discussion, the minutes were approved with corrections.
4. Treasure’s Report:
	1. Financial Report- Mark updated on the current financials.
	2. Construction Financials – Thom updated on the current remaining balance of $67,541.91 less 10% retainage.
5. Committee Reports:
	1. Construction – Ten (10) items on the punch list. A new lift is needed for reattachment of gutters on building one and five.
	2. Landscape – Discussion concerning one (1) Ligustrum tree that appears to have died due to root rot. Mark will try to contact arborist John Dougherty for possible consulting. Richard requested that a meeting be held with the manager of Pride Landscaping prior to their next work date.
	3. Lease/Purchase – Last month’s report incorrectly reported that Unit 222 had been leased. The corrected unit is Unit 415.
	4. Town Center – No update.
	5. Architectural Review – No update.
	6. Social Committee – No update
	7. Manager's Report – written report was provided.
6. Unfinished Business:
	1. Garage Door locks – Process is complete and new keys will be distributed at the same time as the new gate fobs.
	2. Gate update – After discussion, Thom moved to that each unit shall receive two (2) gate fobs and would have the option to purchase up to four (4) additional fobs at the cost of $10.00 each. Extenuating circumstances requiring the purchase of additional fobs will be taken up on an individual basis. Flo seconded the motion. All board members were in favor and the motion carried.
	3. Parking lot/driveway – Discussion was had on parking lot, Mark submitted one (1) new proposal and will submit two (2) more proposals which he will have for the next Board meeting. Also, Mark will contact Bob Skinner of Wiggington to find out when they will be fixing leaks that they are responsible for as leaks should be corrected before repaving.
	4. Elevator pads – Discussion was had on options- Flo will find out the details for a type of coating similar to that which is used around pool decks. Additional materials will also be explored.
	5. Motion to approve bills – After discussion of additional information, Nancy moved to approve Becker and Polikoff invoice in the amount of $2,310 for the election work. Thom seconded the motion. All board members in favor and the motion carried. Nancy moved to approve Becker and Poliakoff invoice in the amount of $1,815 for 6.5 hours for the work on the Geosam letter. Thom seconded the motion. All board members were in favor and the motion carried. Nancy moved to approve the invoice $177 for the collection work done for Unit 427. All board members were in favor and the motion carried.
	6. Restrooms - After discussion, Nancy made a motion to rescind last month’s motion on June 29, 2017 to keep public restroom open during the day. Thom seconded the motion. All board members were in favor and the motion carried. Nancy made a motion to open the bathrooms, for special events, after a 48 hour notice was given and a form stating responsibility for damages was signed. Thom seconded the motion. All board members were in favor and the motion carried.
7. New Business:
8. After discussion it was decided that the committee reports would be not be presented at the Board meeting but compiled and sent to Board members, Mark and Skip prior to the Board meetings. Discussion would only take place if there were issues not resolved prior to the Board meeting. All motions to be presented at the Board meeting would also be sent to Board members prior to the Board meetings. Mark will create a document listing motions and send it to all Board members several days prior to the meeting.
9. Vandalism and Destruction – Several acts were discussed. Mark will send a letter to the offending owners and their tenants. Nancy will include reminders in her monthly newsletter for those offenses where the offender is not known.
10. Pool Membership – Discussion concerning need to have membership approval for payment of pool usage.
11. Steve and Matt’s Project List – Discussion about the list of projects was had.
12. Owner Comments Unrelated to Agenda Items (3 minutes per owner): Mark Umbenhen volunteered to pressure wash the pavers without charge. The Board is concerned about liability issues but will consider his generous offer.
13. Adjourn- The meeting was adjourned at 4:19pm

The next monthly Board Meeting will be held at 1:00 PM on August 24, 2017. Location TBD.

Respectfully submitted,

Flo Riggie

Secretary