NOTICE OF BOARD OF DIRECTORS MEETING

FOR TUSCANY SQUARE 1 CONDOMINIUM ASSOCIATION, INC.

NOTICE IS HEREBY GIVEN, in accordance with the bylaws of the Association and Florida’s Condominium Act that the Board of Directors meeting will be held on the following date, time and place.

**Date: Thursday, January 27, 2022**

**Time: 10:00 AM**

**Place: Leland Management – This is a virtual zoom meeting, and no one will be present at a physical location.**

 **Please use the meeting login details found in the owner’s section of the website, tuscanysquarecondominium.org**

**ARC COMMITTEE MEETING**

1. Call to Order- The meeting was called to order at 10:00 A.M. Nancy B and Mike were present. Jeff was absent.
2. Discuss current ARC items- Commercial unit requesting a propane tank has not resubmitted application. Discussion was had on the potential issue with pets with a commercial business.
3. Adjourn- The meeting was adjourned at 10:05A.M.

**AGENDA**

1. Call to Order- The meeting was called to order at 10:06A.M. Nancy G, Nancy B, Mike Hatzel, Marge, Carl, and Thom was present. Jeff was absent. Also present was Skip Brannan, Mark Michalek, Audrey Pahlic and Richard Mistarz.
2. Owner Comments on Agenda Items- Question was asked related to the minutes being uploaded to the website, window responsibility and repairs, Michael Wilson status.
3. Approval of Minutes for December 9, 2021 – Nancy B moved to approve the minutes from the December 9th board meeting and the closed board meeting on January 14th 2022. Mike seconded the motion. All board members were in favor and the motion carried.
4. Treasure’s Report:
	1. Financial Report - Mark reviewed current account balances and income/expense. Discussion was had on delinquent accounts.
	2. Review of monthly report- Thom discussed reserve accounts and the income/expense report.
5. Project update – Mike reviewed the project list on the TIP. Discussion was had on window repairs, drain clean outs, and the fire panel replacement, door handle replacements, and plumbing shut off values.
6. Hospitality Report – Discussion was had on the Rules letter and process for distribution.
7. Landscaping Report – Carl reviewed enhancement progress related to irrigation, plant replacement, and beautification enhancements. Carl moved to approve the irrigation repair/replacement invoice. Marge seconded the motion. Discussion was had on timeline on competition along with other items. All board members were in favor and the motion carried.
8. Compliance/Legislative Update – Nancy G reviewed the pending legislative bills that have been submitted.
9. Unfinished Business:
	1. Plumbing- Discussion was had during the project update.
	2. Paver – Discussion was had during the project update. Discussion was had on sealing the paves.
	3. DynaFire update on Fire Panel replacement -Discussion was had during the project update. Fire Pump training is scheduled for next week for starting and testing the pump.
	4. Electric/storage/trash room doors & hardware replacement & paint– Discussion was had under the project update.
	5. Refurbishment of elevator doors & railings – Thom discussed the progress for a possible projected related to repainting railings. Discussion was had on possible products/ services that can be used.
	6. Windows – Thom reviewed window replacements options and updating the vendor list and making that available on the community website.
10. New Business:
	1. Insurance – Renewal & Claims – Nancy reviewed our insurance renewal and insurance coverage review from the insurance agent. Each non coverage item was shared and reviewed. Nancy also reviewed open insurance claims.
	2. Gate security codes – Skip reviewed the use of first responder codes being used. Discussion was had on changing the codes or deleting the code.
	3. Background checks – Nancy B reviewed the changes in price for the background check for our current vendor and possible changes to a new process.
	4. Lucky Ducts – Nancy G reviewed offering the service of the duct cleaning as was done in 2020. Nancy B will head up committee to communicate with unit owners offering the service.
	5. Lease/purchase process for new commercial residents – Nancy G discussed meeting with TTCA how to onboard new commercial businesses (owners or renters) and a review of their documents and responsibilities related to the TTCA.
	6. Unoccupied units – monitoring – Nancy G proposed to modify the maintenance request adding a section for unoccupancy units to have a walkthrough completed. Discussion was had processes for doing this and what will be inspected.
	7. Future of TSQ1 BOD – Nancy G and Mark discussed board members duties and volunteers and how to preserve the day to day operations. Discussion was had on processes that can be changed to help encourage membership involvement and possible long term changes to management structure.
	8. Motion to pay bills – Tom moved to pay the following bills. Nancy B seconded the motion. All board members were in favor.
		1. Dyna Fire- inspection repairs-$798.75
		2. Steve Jr. Paver work- $981.15
		3. AWS repairs on flat roof- $7975
		4. Dyna Fire- Down payment fire panel $49,680
		5. Brown and Brown- Terrorism insurance $106.85
		6. Molly Maids- missed payment- $3,000
		7. Advanced Gate battery replacement $448.49
		8. $120 battery replacement
		9. Advanced Access $187
		10. Remote/cards $341
		11. Battery back up in gate $120
		12. Insurance premium $12350
		13. AWS $3845 Tile roof repair
		14. Becker $200 Retainer Fee
		15. Convergent $275 emergency call, $750 Quarter sprinkler inspection
		16. Dyna Fire- $798.95 quarterly inspection, $213 fire extinguisher
11. Adjourn- The meeting was adjourned at 1:33P.M.