

Board of Directors Meeting  
Approved Minutes  
5-24-22

1. Gerri Pennachio called the meeting to order at 6:30 pm.

2. Roll call was taken and a quorum of the Board was present.

Gerri Pennachio, President  
William Mellon, Vice President  
Janet Shearer, Secretary  
Gregory Hannie, Treasurer  
Shannon Hannum, Director  
Rita Fandrich, Director  
Linda Sowell, Director

Tori Gee, LCAM and Admin Asst., Terry Wexler were also in attendance.

3. Janet Shearer made a motion to approve the minutes from the 4-26-22 Board of Directors meeting as submitted in the Board Packet.

Bill Mellan second the motion.

The motion was put to a vote and the vote passed unanimously.

4. Unfortunately, the CEO of Encompass Health, Sharon Hayes was unable to attend the BOD meeting, due to illness. However, Gerri Pennachio, was able to present an update in her absence.

5. The VP Regional Account Executive of CIT Bank, Vicki Jennings, gave a presentation on their offering for "Condo Services" at their bank for Operating Accounts as well as FDIC compliance/ CDAR sweeps for Reserve Accounts.

Bill Mellan made a motion to approve moving all Association funds to CIT Bank as outlined in the bank schedule included in the Board Packet contingent to positive references verification and to being the transition immediately.

Linda Sowell second the motion.

The motion was put to a vote the passed unanimously.

6. Gerri Pennachio gave a verbal President's Report to include an update with full disclosure on the discussions and outcomes from the May Closed Board Meeting for HR.

7. Gregory Hannie read the Treasurer's Report

Bill Mellan made a motion to accept the report as submitted in the Board Packet.

Rita Fandrich second the motion.

The motion was put to a vote and the vote passed unanimously.

8. Tori Gee, LCAM, read the Manager's Report and stated that a verbal report, versus a written report, will be given until such time as the workflow decreases.

9. Bill Mellan made a motion to approve the quote in the Board Packet from Stuart's PLUMBING SERVICE in the amount of \$2,500 for the outside loops property wide valve inspection to be done and to include a report and a map of all working valves, values that need replacing and locations where no valve exist installing a valve with the understanding that should the Association approve bringing all valves on the property into working order, these funds will be applied to that quote as a reduction.

Janet Shearer second the motion.

Discussion: Tori Gee, LCAM reported that she had researched the best commercial plumbers who are capable of installing the 6"-7" valves needed on the property to be able to make repairs without shutting down the entire water on the property. Curry was the first choice, however they stated that this was a larger scope of work than they were able to install. Because the owners were told at the annual meeting remedying the property where we do not have to shut off the entire property water to make repairs is a high priority, this quote was obtained and they have schedule to begin Not having to shut off the entire property water to make repairs is a high priority. They have scheduled to begin the inspection in a week, assuming you approve this quote today.

This is actually fairly exciting, and I think it is going to boost confidence community wide in the Board's proactive focus to accomplish items that impact the quality of the life of the owners.

The motion was put to a vote and the vote passed unanimously.

10. The Plumbing Policy agenda item #10 was tabled for the next Board meeting.

11. Bill Mellan make a motion to discuss the Estoppel Q&A Policy's.

Shannon Hannum second the motion.

Discussion: The Board agreed the fees were reasonable with the revision of the turn around time to four working days.

Bill Mellan made a motion to approve the Estoppel and Q&A Policy's included in the Board Packet with the revision of the turnaround time changed to four working days.

Shannon Hannum second the motion.

The motion was put to a vote and the vote passed unanimously.

12. Rita Fandrich made a motion to discuss our attorney engagement letter

Linda Sowell second the motion.

Discuss: Current retainer engagement letter with Becker & Poliakoff was reviewed.

The outcome of the discussion being: Gerri Pennachio will research new legal firms for the Board to review.

13. Greg Hannie made a motion to discuss policy review of the policies included in the Board packet.

Bill Mellan second the motion.

Discussion: The Board gave direction to Tori Gee, LCAM on how to proceed with creating formal policies for approval at the next Board meeting.

14. Bill Mellan made a motion to discuss office equipment purchases

Shannon second the motion.

Discussion: Tori Gee, LCAM reported the final dollar amount spent for the prior office equipment/technology came in at \$142 under the amount approved. So a landline office phone with (3) handsets for \$149.79 was purchased. This phone will be used with a new VoIP Service. The office landline number is 863.937.0910 and will be published to the community by email blast, mailboxes and website.

Additionally, Tori Gee, LCAM requested that the Board consider purchasing from her some new, never used office equipment at a reduced cost. One item is an ergonomic wireless keyboard and mouse for the desktop and laptop computer use. She is offering both for only \$30. The other is an ergonomic chair that is desperately needed as the current chair is not functioning for safe posture. The chair is new and unused. There is a comparable chair at Staples for \$215. She is requesting a cost of \$120. The total purchase would be \$150. This is under the limit needed for her to make purchases. However, since the funds will be going to her directly, she felt the need to disclose the purchase request for these items that are needed and would cost much more purchases elsewhere.

Bill Mellan made a motion to approve purchasing the ergonomic wireless keyboard and mouse as well as the office chair from Tori Gee for a total amount of \$150.

Shannon Hannum second the motion.

The motion was put to a vote and the vote passed unanimously.

15. Janet Shearer, made a motion to adjourn the meeting at 8:56pm.

Shannon Hannum second the motion. The motion was put to vote and passed unanimously.