

TROPICAL COURT APARTMENTS ASSOCIATION, INC.

Board of Directors Meeting Minutes
Tuesday, April 24, 2018
Sunstate Management Office

Call to Order: The meeting was called to order by President Marshall Myers at 9:58am.

Proof of Notice: Notice was posted on property 48hrs in advance in accordance with the Association's Bylaws and Florida Statute 718.

Determination of a Quorum: A quorum was established with President-Marshall Myers, Vice President-Franco Agliardo, Treasurer- Ray Schiller were present. Also present was Kim Delaney of Sunstate Management.

Approval of Minutes: **MOTION** made by Ray Schiller, seconded by Franco Agliardo to waive the reading approve the January 10, 2018 meeting minutes. Motion passed unanimously. **MOTION** made by Ray Schiller, seconded by Franco Agliardo to waive the reading and approve the March 20, 2018 Organizational Meeting minutes. Motion passed unanimously.

President's Report: Presented by Marshall Myers

- The Association's documents need to be revised this year. The Board discussed amending the pet policy and rental policy. Marshall will work on the documents and propose changes to the Board.
- The Association needs a "facelift." The buildings need new paint and stucco. Also, adding trim and fascia would be an upgrade for the buildings.
- Marshall discussed the need for a Capital Reserve account.
- Sunstate offers a website for their Associations where the documents, minutes agendas, and budgets can be posted. Marshall discussed the benefits to add a website.

Treasurer's Report: Presented by Ray Schiller

- Ray reported from the March 31, 2018 financials as presented.
- Late fees and interested will be added to Unit #12 and Unit #6.

Manager's Report: Presented by Kim Delaney

- The Association's Insurance is due for renewal on June 1, 2018. Kim discussed having another insurance agent shop for insurance to see if the Association can get better rates.
- **MOTION** made by Ray Schiller, seconded by Marshall Myers to approve management to research another insurance company. Motion passed unanimously.

Committee Reports

- a. **Beautification-** Franco Agilardo/Harriet Myers
 - Franco suggested adding a door to the dumpster. The Board discussed adding doors and the different types. They also discussed moving the recycling bins inside the trash enclosure. Franco will obtain 3 bids to put doors on the dumpster by next meeting.
- b. **Declarations/ By-Laws-** Marshall Myers
 - Marshall will work on the documents and have revisions for the Board to review at the next meeting.

c. Appliances Using Water in Condos- Franco Agilardo

- Franco researched washer/dryer combo units and found that the feedback was not very positive.
- The Board discussed whether there is request from the owners to have a washer/dryer combo in their units. Franco will research whether it is allowed by the county to add washer/dryer combos in one's unit.

Unfinished Business:

- Disposition of 2017 Carryover Funds- **MOTION** made by Marshall, seconded by Ray Schiller to add a line item to the Reserves for Capital Improvements. Motion passed unanimously.
MOTION made by Ray Schiller to deposit the 2017 surplus to the Reserve Fund under the line item Capital Improvements. Motion passed unanimously.
- Water and Sewer Expenses- The Board discussed the water and sewer expenses and it has been determined that each unit uses an average of 39 gallons per unit.

New Business:

- Parking Lot Lease Options- The Board discussed purchasing the parking lot if the owner is willing to do so.
MOTION made by Marshall Myers, seconded by Franco Agilardo to approve Ray Schiller approaching the parking lot owner and offering payment options for the Association to purchase the parking lot. Motion passed unanimously.
- Website Development- The Board discussed the benefits and cost of adding a website for the Association.
MOTION made by Marshall Myers, seconded by Franco Agilardo to add an Association website for a fee of \$50 per month. Motion passed unanimously.

Homeowner Comments:

- Franco would like there to be a space for people to sit outside. He suggested adding pavers around the parking lot. He will do research on the project and present information to the Board.

Next Meeting: May 29, 2018 at 10am.

Adjournment: With no further business to discuss, Marshall Myers adjourned the meeting at 11:37am.

Respectfully submitted by

Kim Delaney/ LCAM

For the Board of Directors for Tropical Court Apartments Association, Inc.