

TROPICAL COURT APARTMENTS ASSOCIATION, INC.

Board of Directors Meeting Minutes
Tuesday, January 22, 2019 at 10am
Sunstate Management Office

Call to Order: The meeting was called to order by President Marshall Myers at 9:54am.

Proof of Notice: Notice was posted 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 and Treasurer- Ray Schiller were present. Also present was Kim Delaney of Sunstate Management.

Approval of Minutes: **MOTION** made by Marshall Myers, seconded by Ray Schiller to waive the reading and approve the minutes from the November 20, 2018 Board of Directors meeting. Motion passed unanimously.

President's Report: Presented by Marshall Myers.

- The wording has been finalized for the amendments to the documents.
- **MOTION** made by Marshall Myers, seconded by Franco Agliardo to approve the proposed amendments as presented for a membership vote at the Annual Meeting in March. Motion passed unanimously.

Vice President's Report: No report.

Treasurer's Report: Presented by Ray Schiller

- Ray reported from the December 31, 2018 financials as presented.
- The Board discussed the current A/R. Management will mail out statements with late fees and interest to owners who are delinquent.
- Discussed Association's collection policy. If owner is delinquent 2 payments, Sunstate will send the homeowner a last chance letter prior to sending the owner to collections.

Manager's Report: Presented by Kim Delaney

- Trash Enclosure- will be completed by the end of the week. The City of Venice has been requested to put wheels on dumpster.
- Unit Keys- a 2nd letter was mailed last month, and no new keys have been received. **MOTION** made by Marshall, seconded by Ray that people who have not submitted a key to management subject to additional costs to change the locks and management fees at approximately \$45-\$90 per hour. Motion passed unanimously.
- Missing applications for Unit #8 and Unit #15. Spoke with Unit 8 and will receive the application today.
- Washing Machine Update: Due to liability purposes, Management will not be emptying the coin laundry machines. The Board research a card payment system when new machines are purchased.

Unfinished Business: Previously discussed.

New Business:

- a. Yard Sales: **MOTION** made by Marshall Myers, seconded by Ray Schiller to amend the Rules and Regulations to prohibit yard sales within the Association. A discussion followed. Motion passed unanimously.
- b. Guest Parking: A guest parking spot is being used regularly. The Board discussed different options to prohibit owners from parking in the guest parking spot. **MOTION** made by Ray Schiller, seconded by Marshall Myers to purchase a sign to that will state "Guest Parking Only, Violators Will Be Towed". Motion passed unanimously.
- c. Rodents: Units 12- 17 have been treated for rodents. The vents on the roof have been sealed with screen and traps have been set.
 - a. **MOTION** made by Ray Schiller, seconded by Franco to remove the plants that are within the property line behind the buildings. Motion passed unanimously.
 - b. The Board discussed the proposal submitted by Hall's Termite and Pest Co. to screen the rest of the buildings. Management will obtain quotes.

Next Meeting: Annual Meeting- Wednesday, March 20, 2019 at 10:30am.

Adjournment: With no further Association business to discuss, Marshall Myers adjourned the meeting at 11:09am.

Respectfully submitted by

Kim Delaney/ LCAM

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