

# **Carrington at Stonebridge Condominium Association, Inc.**

## **Board of Directors Meeting**

**April 13, 2017**

**The Board of Directors meeting of the Carrington at Stonebridge Condominium Association, Inc. was held on April 13, 2017 at Vesta Property Services, 27180 Bay Landing Dr., Ste. 4, Bonita Springs, Florida 34135.**

### **Directors present:**

- Jake Broncato
  - Bill Whitman
  - Keith Brown
  - Mary Beth Prox
  - Mike Weigensberg
- Via Phone

### **Also present:**

Philippe Gabart from Sterling Property Services.

### **1. Call to order, determination of quorum, and proof of due notice:**

The meeting was called to order by President Jake Broncato at 08:00 a.m..  
It was determined that a quorum was present, and proof of due notice was accepted.

### **2. Disposal of the previous meeting minutes:**

**A motion made by Mary Beth Prox to accept the minutes of February 16, 2017 was seconded by Mike Weigensberg, and approved by all.**

### **3. Guests comments on the agenda:**

None

### **4. Board Reports:**

#### **a. Treasurer's Report:**

Keith Brown reported:

- Small deficit reported for the month of February.
- Increase spending in landscaping noted for the first few months of 2017.
- Building maintenance line item will also increase due to ongoing plumbing inspection.

**A motion made by Mary Beth Prox to accept the treasurer's report was seconded by Mike Weigensberg, and approved by all.**

b. Landscaping & Grounds Report:

Mary Beth Prox reported:

- Overall the general aspect of landscaping is in good standing.
- The grill areas and benches have received good feedback from owners.
- Sod improvements are needed in front of some buildings along Harmony.

**A motion made by Keith Brown to accept the treasurers report was seconded by Bill Whitman, and approved by all.**

c. Buildings and Carports Report:

Mike Weigensberg and Keith Brown reported:

- Extra effort is needed for the painting maintenance on buildings affected by heavy landscaping.
- The leak repairs at several carports storage units are in progress, and it was determined that the lack of ventilation was causing a significant amount of condensation.
- Venting siding will be installed by the roofer at three carports.

d. Lease & Sales Report:

Mike Weigensberg reported:

- Rental rates are on the rise.
- Terms are longer.

**A motion made by Bill Whitman to accept the rental report was seconded by Mary Beth Prox, and approved by all.**

e. Social Affairs Report:

Bill Whitman reported:

- All social events have been successful.
- Pool parties for 2017/18 will be scheduled on Mondays.

f. Pool Report:

Bill Whitman reported:

- The defibrillator was installed, and is ready for use.

- Great comments from owners on the pool and surroundings.

**A motion made by Keith Brown to accept the pool and socials activities was seconded by Mary Beth Prox, and approved by all.**

g. Presidents Report:

Jake Broncato reported:

- No update on the parking request from The Master Association.

## **5. Committee Reports:**

None.

## **6. Manager's Report:**

a. 2345 Carrington 104 plumbing refund:

- Request was made by owner to have his plumbing invoice refunded. The problem was related to a sewage line being blocked. Discussion ensued.

**A motion made by Bill Whitman to approve the plumbing refund for \$550.00 was seconded by Mary Beth Prox, and approved by all.**

b. BBQ location update:

- The latest BBQ location is now fully open.

## **7. Old Business:**

a. Janitorial contract review and general updates:

Jake Broncato reported:

- Proposed contract under review and tabled until May 2017.
- Scope of work to be defined and reviewed by attorney.

b. Railing repairs/replacement:

Mike Weigensberg and Keith Brown reported:

- Review of existing conditions at several buildings.
- Most of the repairs are consistent and similar.
- Estimated cost based on one proposal from Carter Fence is \$30,000.00, not including painting.
- Quotes to be requested based on the defined needs.

c. Pool Top railing painting estimate:

- Other quotes requested to complete the refurbishing project.

d. Fire and Safety vendor – new proposal for services:

- Quote was submitted for Fire Prevention and monitoring as the present vendor is not performing. Discussion ensued.

## **8. New Business:**

a. Dryer vents cleaning:

Mike Weigensberg reported:

- It was discovered that several vents connected to the roof line were disconnected, and lint deposits accumulated inside the roof trusses area.
- The vents are not cleaned regularly by owners, and are creating a risk of fire.
- It was recommended to have the exterior vents scheduled in the fall, and to back charge owners with prior notification.

b. Board meeting dates and times:

Meeting Dates 2017 – 2018

- |              |                            |                           |
|--------------|----------------------------|---------------------------|
| • 10.19.2017 | Vesta Property Services    | 9:00 a.m.                 |
| • 11.16.2017 | Vesta Property Services    | 9:00 a.m.                 |
| • 01.18.2018 | Vesta Property Services    | 9:00 a.m.                 |
| • 02.15.2018 | Stonebridge c.c. Oaks room | 3:00 p.m. General Meeting |
| • 03.15.2018 | Vesta Property Services    | 9:00 a.m.                 |
| • 04.09.2018 | Vesta Property Services    | 9:00 a.m.                 |

c. Service Animals update:

Mike Weigensberg reported:

- Review of existing conditions for Service Animals and leasing at Carrington.
- Attorney's opinion requested on procedure for Service Animals for further board assessment. Discussion ensued.

d. Association legal counsel:

- It was requested to use an attorney online legal process in preparation of documents for the annual meeting.

## **9. Adjournment.**

There being no further business to discuss, the meeting was adjourned at 10:00 a.m.

**The motion was made by Bill Whitman, and seconded by Jake Broncato.**

Respectfully submitted by,

Philippe Gabart.  
Property Manager, CAM.