

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

## **Board of Directors Meeting**

**January 18, 2018**

**The Board of Directors meeting of the Carrington at Stonebridge Condominium Association, Inc. was held on January 18, 2018 at Stonebridge Country Club Dining Room, 2100 Winding Oaks Way, Naples, Florida.**

### **Directors present:**

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

### **Also present:**

- Philippe Gabart from Vesta 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 09:00 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 Mike Weigensberg to accept the minutes of December 14, 2018, was seconded by Mary Beth Prox, and approved by all.**

### **3. Unit Owner Comments\*:**

- General review of rodent eradication program in progress at building 2340 Carrington.
- Update on railing repairs at Carrington Court.
- Dry vents cleaning was also contemplated under a general bulk agreement--tabled until the next meeting.

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

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

Financial statement for the period ending November 30, 2017:

#### **Balance Sheet:**

- Accounts Receivable – one owner was sent a final notice.
- There are 10 people who have prepaid balances.

#### **Income Statement:**

- Office Expense/Postage – this item is over the annual budget by \$2,874.
- Legal/Accounting – this item is over the annual budget by \$3,882.
- Hurricane Clean Up – this item is a new item created to account for Hurricane Irma expenses; it's currently over the annual budget by \$30,313.
- Hurricane Repairs – this item is a new item created to account for Hurricane Irma repair expenses; it is currently over the annual budget by \$42,504.
- Building Maintenance – this item is high this month due to the painting of stairs, rails, and hallways; it's over the annual budget by \$5,769.

#### **Summary:**

- You currently have a loss of about <\$72,990>.
- This includes the hurricanes losses; which are itemized in a separate line item.  
Adjusted loss without hurricane expenses is estimated at <\$172.00>.

**A motion made by Mike Weigensberg to approve the Treasurer's report, was seconded by Bill Whitman, and approved by all.**

#### **b. Landscaping & Grounds Report MPB:**

Mary Beth Prox reported:

- Review of post hurricane improvements and enhancements.
- Some hardwood trees may be subject to removal or trimming on Carrington Court.
- Update on website communication and postings.

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

#### **c. Buildings and Carports Report MW and KB:**

Mike Weigensberg reported:

- The carport roofs repairs/replacement was stopped due to cost and scope issues. Negotiations are in progress.
- Selection of roof tiles and colors is in progress, as well as the final language adoption for the General Contractor's agreement.
- The Association requested a forensic report from the insurance carrier to fully assess the conditions of the roof at Carrington, and based on the findings to have the carrier reassess its opinion on roof replacements.
- The roofs replacement of the eight first buildings financial aspect will be a combination of line of credit, Association reserves, insurance payments and contingency funds.

d. Lease & Sales Report. MW:

Mike Weigensberg reported:

- Review of rental issues created by individuals trying to circumvent the Carrington leasing rules to gain access to the community.
- 40 leases (mostly short term) have been recorded this year with an average rental cost of \$4,200.00 a month.

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

e. Social Affairs Report BW;

Bill Whitman reported:

- Great participation at the last social gathering.

f. Pool Report BW:

Bill Whitman reported:

- Cold weather has limited the use of the pool.
- Power washing was requested for the pool deck.
- Pool furniture has to be moved when the pool deck is being cleaned.

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

g. Presidents Report JB:

Jake Broncato reported:

- Consideration for the Association to have its own website for greater control and independence. Preliminary research and costs to start soon.
- Board minutes approval, publication and distribution to owners may at times require faster processing. Discussion ensued.
- Special resolution and Board meeting was presented to approve the minutes faster. Discussion ensued.

**A motion made by Mike Weigensberg to accept the following motion:**

**There will be occasions where the minutes of a Board meeting may have to be released to the membership of the Association in an expedited fashion.**

**That the minutes of a meeting can be approved expeditiously upon the call of the President or a majority of the Board.**

- ✓ That such a Board meeting be held within 48 hours of the meeting minutes in question.
- ✓ That such emergency meeting can be held in a location convenient to the Board members.
- ✓ That such meeting can be attended electronically.
- ✓ That a quorum be present in order to pass on the minutes.
- ✓ That the only item on the agenda is the passage of the previous Board meeting minutes.
- ✓ That such minutes be provided to attendees.
- ✓ That such minutes then be posted on the Carrington web site.
- ✓ That this Resolution is to be effective as of its approval date.
- ✓ That this Resolution sunsets each year only to be ratified each following year when other Resolutions, Policies, Rules and Regulations are ratified.

**This was seconded by Mary Beth Prox, and approved by all.**

## **5. Committee Reports.**

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

#### **a. 2018 Annual meeting update:**

Review of the up and coming annual meeting and election process required, including the nomination of an impartial committee to supervise the election process and count the ballots.

Impartial Committee selected:

- Vernon Brown, Chair
- Eunice Sherman
- Jim Allen

**A motion made by Keith Brown to accept the proposed Impartial Committee was seconded by May Beth Prox, and approved by all.**

### **7. Old Business:**

#### **a. Janitorial Services update:**

- The revised Janitorial schedule was published, and will be posted on the Association website.
- The buildings' exterior lights will now be cleaned at the same time when the buildings are cleaned.

#### **b. BBQ grill #3 location:**

Mary Beth Prox reported:

The final location was selected at the end of Carrington Court near 2350. Discussion ensued.

**A motion made by Keith Brown to accept the BBQ addition, and to acquire quotes for the pavers' installation, was seconded by Bill Whitman, and approved by all.**

c. Roofing agreement approval:

Mike Weigensberg reported:

The final roof agreement draft is under final review with the Association legal counsel, and will be ready for approval and implementation shortly.

**A motion made by Mike Weigensberg to approve the execution and implantation of a contract with Blue Water Group/ CFW and Carrington, was seconded by Bill Whitman, and approved by all.**

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|--------------------|-----|
| • Jake Broncato    | Yes |
| • Bill Whitman     | Yes |
| • Keith Brown      | Yes |
| • Mary Beth Prox   | Yes |
| • Mike Weigensberg | Yes |

d. Plumbing project – Water heaters replacement – Update:

Mike Weigensberg reported:

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- Review of the latest aged water heaters replacement progress.
- Unit Keys are required for owners to provide in case of emergency repairs and inspections.
- Review of homeowner's insurance requirements.
- Review of residents' etiquette and civility at Carrington.

**8. Unit Owner Comments.**

**9. Adjournment.**

There being no further business to discuss, the meeting was adjourned at 11:20 a.m.

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

Respectfully submitted by,

Philippe Gabart.

Property Manager, CAM.