

Carrington at Stonebridge Condominium Association, Inc.

c/o Vesta Property Services
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Board of Directors Meeting Minutes

January 17, 2019

- 1) **Call to Order:** The meeting was called to order by President Jake at 9:00am.
- 2) **Establishment of a Quorum:** Board of Directors for Carrington Jake Broncato, Mary Beth Prox, and Bill Whitman; as well as Philippe Gabart and Lindsay Ruiz representing Vesta Property Services, were present in person; Mike Weigensberg was present via conference call; Keith Brown was absent.
- 3) **Proof of Notice:** Notice was posted per Florida Statutes at least 48 hours in advance.
- 4) **Approval of Minutes:** Meeting minutes from November 15, 2018 were presented to the board for review and discussion.

Motion: Motion to approve the Meeting Minutes from November 15, 2018 was made by Mary Beth Prox. Seconded by Bill Whitman; **all in favor, motion passed.**

- 5) **Unit Owner Comments:** Homeowner stated that Colonial Roofing is doing a great job and have cleaned up the area nicely as well. Another owner would like to know if the carport roofs will be cleaned. Philippe Gabart stated that attempts to clean the car ports will be performed after the roofing project.

6) Board Reports:

- a) **Treasurer's Report:** Jake Broncato provided the Treasurer's report on behalf of Keith Brown: The expenditure of the year is slightly under budget. Roofing project cost to date is inline of original quote, and the additional costs are within the contingency budget.

Motion: Motion was made by Bill Whitman approved the Treasurer's Report. Seconded by Mary Beth Prox; **all in favor, motion passed.**

- b) **Landscaping & Grounds Report:** Mary Beth Prox reported that many landscape projects are planned for 2019.

Motion: Motion was made by Bill Whitman to approve the Landscaping and Grounds Report. Seconded by Jake Broncato; **all in favor, motion passed.**

- c) **Building and Carports Report:** Mike Weigensberg and Jake Broncato provided an overview of potential projects. Currently working on refastening the handrails. Railing to be completed over the summer. Working on quotes to put a cap on the carports.

Motion: Motion was made by Bill Whitman approves the Building and Carports Report. Seconded by Mary Beth Prox; **all in favor, motion passed.**

- d) **Lease & Sales Report:** Mike Weigensberg stated that 25 Units were leased in the current season with an increase in the amount owners were able to charge for their units.

Motion: Motion was made by Bill Whitman to accept the Lease and Sales Report. Seconded by Mary Beth Prox; **all in favor, motion passed.**

- e) **Social Affairs Report:** Bill Whitman recommended that Honey Baked Ham cater the next social function.
- f) **Pool Report:** Bill Whitman had concerns of how many contractors use the pool rest room. The board agreed to change the key pad code. Jake Broncato recommended working with Delta to give a better price on drawings for the pool project.

Motion: Motion was made by Mary Beth Prox to accept the Social Affairs report. Seconded by Jake Broncato; **all in favor, motion passed.**

- g) **Presidents Report:** Jake Broncato gave the floor to Jim Penterman who is working on the association website. Jim Penterman reported his concerns on maintenance and updates of the Carrington website. Jake Broncato suggested updating the association's Declaration; all board members approved. The Annual Meeting and Election of Directors; Mary Beth, Bill Whitman, and Mike Weigensberg are up for election as well as Catherine Allen. Vernon Brown, Jim Allen, Susan Flynn, will consist of the ballot counting committee.

Motion: Motion was made by Mary Beth Prox to accept the President's Report. Seconded by Bill Whitman; **all in favor, motion passed.**

- 7) **Manager's Report:** Philippe Gabart suggested to install bulletin boards by the dumpsters to post notices.

Motion: Motion was made by Mary Beth Prox to install 7 free standing posting boards. Seconded by Bill Whitman; **all in favor, motion passed.**

Philippe Gabart reported of a leaking backflow in the grassy area between 2280 and 2363. In order to make the repair, the main water will need to be shut off.

Motion: Motion was made by Mary Beth Prox to approve the proposal from Imperial for \$2,025.00 to repair the leaking back flow. Seconded by Bill Whitman; **all in favor, motion passed**

- a) **2019 Annual Meeting Update:** Philippe Gabart provided details on the process and procedures of the upcoming Annual Meeting and Election. The association needs a quorum of 1/3 of the association; 20% in order to hold an official election.
- b) **Fire Inspections and Proposals:** Philippe Gabart stated that during the annual inspection of the fire equipment there was a deficiency found. This requires that a sampling of sprinkler heads must be removed and sent to a lab for testing. To test for deficiency Imperial proposed \$11,900.

8) Old Business:

- a) **Roofing Update:** The association is currently waiting for a truck to bring the remaining tiles. The roofers are right on schedule.
- b) **Second Reading on Waiver of Fees & electric car chargers.** If homeowners meet the requirement's then their fees will be waived.

Motion: Motion was made by Mary Beth Prox to accept the terms stated for the waiver of fees regarding the electric car chargers. Seconded by Mike Weigensberg; **all in favor, motion passed.**

9) New Business:

- a) **Resignation of Andrew Wozniak as general attorney and appointment of Becker & Poliakoff as the association law firm of record.**

Motion: Motion was made by Bill Whitman to accept Becker & Poliakoff as the association's legal counsel. Seconded by Mary Beth Prox; **all in favor, motion passed.**

- b) **Storage and Pool Deck Expansion – Contractor proposal.** It was proposed to extend the pool deck by 15 ft up to the berm. It was suggested to have an engineer provide the specifications.

- c) **Impartial Committee appointment.** The Annual Meeting and Election of Directors; Mary Beth, Bill Whitman, and Mike Weigensberg are up for election. Vernon Brown, Jim Allen, Susan Flynn, will consist of the ballot counting committee.

10) Unit Owner Comments: None

11) Adjournment:

Motion: Motion made by Mary Beth Prox to adjourn the meeting at 11:22am. Seconded by Bill Whitman; **all in favor, motion passed.**

Meeting adjourned at 11:22am.

Respectfully Submitted,

Lindsay Ruiz, CAM
Community Association Manager
Vesta Property Services

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