

Villa Towers Condominium Association

**Annual Meeting**

Thursday, January 28, 2021

**Meeting Minutes**

Cathy Newman called meeting to order at 4:00 pm

Roll call of Directors – Cathy Newman, Rob Saari, Jeff Foster, Cathy Gill, Maria Kaliniak

Quorum Count – Proxy votes: 22, Owners present: 12, Total: 34. Quorum was satisfied, and the meeting proceeded. (27 needed)

Dispose of Election Results – No Election of Officers was required because two nominations were received for the two open positions. The owners who will constitute the 2020 Board are: Cathy Gill, Rob Saari, and Jeff Foster, who have one year left of their two-year terms; and Cathy Newman and Maria Kaliniak, who each submitted their nomination for a two-year term. Cathy Gill moved that we accept the slate as presented. Cathy Newman seconded. All in favor. Motion accepted.

Cathy Newman announced that she will not be renominating herself for the Board beyond this term and encouraged owners to consider being on the Board in the near future.

Notice of meeting – Confirmed by the Secretary, as follows:

1<sup>st</sup> notice – November 30, 2020; 2<sup>nd</sup> notice – January 14, 2021

The agenda was also posted in the elevators and lobby on January 17, 2021.

Officer reports:

Secretary, Cathy Gill:

- Minutes of prior meetings were distributed to the Board prior to the meeting:
  - Cathy G. motioned to accept the January 23, 2020 Annual Meeting minutes. Seconded by Cathy N. All in favor. Minutes accepted.
  - Cathy G. motioned to accept the Budget Meeting minutes from November 18, 2020. Seconded by Jeff. All in favor. Minutes accepted

Treasurer, Jeff Foster:

- Jeff provided our financial report as of Dec 31, 2020:
  - Operating account: Our operating cash account balance was \$29,650. The bank operating account showed \$31,176 with the difference being checks still outstanding.
  - Reserve account: Our Reserve balance, including a small amount in the Special Assessment was \$197,178 down from the previous year of \$275,575. Major repairs in 2020 included a new roof \$84,750, elevator maintenance \$35,500, irrigation system repairs \$5,900, and repairs to motors, pumps and valves of over \$25,000 due to damage to the main water line in front of our building causing debris to enter our system.
  - The balance in our individual Reserve items are: Elevators \$38,040; Painting \$122,310; Paving \$14,112; Roofing \$12,249; Restoration \$5,918; Special Assessment \$3,897 and Interest Earned \$652. \$10,000 will be moved from Roof to Restoration and Interest Earned of \$652 will be moved to Restoration in January.

- All owners are paid up through January 31, 2021.
- The new Special assessment of \$28,000 is required to increase our operating cash to normal levels and is due February 1, 2021. We have currently collected approximately 73% of this assessment from our unit owners.

Maintenance, Rob Saari:

- No report. Items will be covered in the President's year in review.

Member-at-Large, Maria Kaliniak:

- No report. Items will be covered in the President's year in review.

#### State of Villa Towers -

Cathy Newman – A summary of all items accomplished and work completed in 2020 was presented, including:

- The irrigation system was repaired early in the year.
- The communications committee, led by Bobby Ferrara, evaluated changing providers from Comcast, seriously considering HotWire. Unfortunately, there were too many issues, and, in hindsight, the installation would have been halted during Covid. Instead, the Comcast contract was renewed for 2 years, ending Aug 2022. We will review our options before the next expiry.
- Our insurance was reviewed with other providers. We could not get anyone to bid because of the age of our roof. This will be reviewed again this year now that our roof has been replaced.
- Covid restrictions shut down most activities starting in mid-March.
- A sand fence was installed to protect the boardwalk from drifting sand.
- The lobby benches were recovered by Tom Bernat.
- We completed our annual Active Alarm review in May. It was very difficult to get into some units due to poor maintenance of shutters. The Board MUST be able to enter all units in case of emergency. Any cost to entry is the owner's responsibility.
- North entrance awning repaired by Tom Bernat.
- "Private Beach" signs were added in June due to Hilton guests coming over and not abiding by Covid rules.
- A new circuit pack was installed in the elevator
- New umbrellas replaced the old on the pool patio.
- A new pool chlorinator was installed.
- The finance committee met with accountants to review our contract and fees that were exceeding our expectations, some due to Covid. This resulted in a reduction.
- A new ping pong table was purchased to replace the broken old one.
- A water main break occurred in front of The Villas on Aug 18, 2020, resulting in many damages and inconveniences to Villa Towers for several weeks. All expenses have been documented and a claim was submitted to the City of Riviera Beach. The claim is yet to be resolved but the Board continues to stay on top of it. Legal assistance will be used if necessary.
- A new roof was installed in September/October.
- A new 5-year elevator contract with our same provider was negotiated with no increase in fees throughout. We also replaced several movable parts due to wear and tear. Only the sills are outstanding, which is being quoted now.
- The poolside pavers were cleaned and sealed.
- The patio stones by the grill were leveled and reset by renter, Jim.

- Storm Aida came through in August. Although not a hurricane, the high winds caused a loss of power. Unfortunately, the generator did not kick in and we lost the elevators. A faulty relay switch was replaced under warranty. An owner's glass table fell down between 2 buildings leaving broken glass on ledges, most notably on the 5<sup>th</sup> floor. We are looking at ways to remove the glass, which could become a hazard.
- All exterior doors on the ground floor, yellow safety stripes, and concrete tables and benches in the pool area were repainted.
- Our annual holiday decorations were installed by owner volunteers and removed after the holidays.

#### Owner Questions & Discussion:

- Bill Faulman – Comcast renewal will require the review of options to start soon. Cathy N. confirmed that the committee is already working on it.
- Susan Hoffman – A hum in her apartment continues. Cathy N. confirmed that we are aware of it and have had our contractor review the issue that occurred since the installation of new pumps. They are trying different options to minimize the hum, including, most recently, adding insulation to the pumps, which will be installed when it comes in.
- Pet Area Review – Cathy Gill brought up a request on behalf of Ilana Bretkopf who could not be present today. Ilana asked that in addition to the current area for pets, that the northeast grassy fenced area be open to pets. Susan Hoffman agrees. Cathy N explained that a rule change affects all dog owners whether dogs or owners are well behaved or not. We have to consider all unit owners; not just the few who own pets. Cathy N is concerned it may be a liability issue with loose dogs potentially endangering those with allergies, walkers, etc. Karen Wetherell suggested that dogs run on the beach. Maria suggested that we leave the policy as is since there are only a few pets in the building, and it may not be fair to the other owners. No motion was made. Tabled for now.
- Irene Ferrara – On behalf of other owners who could not be present, Irene stated that Emergency vehicles seem to have a tough time getting past the arm. Tom Newman and Rob Saari confirmed that all Emergency vehicles are fully familiar with the operation of our gate.
- Karen Wetherell – The PH floor is starting to look rough and needs to be repainted. Cathy N. said it is only a matter of budgeting but would like to prioritize the floors that need it more than others. Possibly just power washing will work. The Board will investigate as part of the ongoing painting of our building.

Adjournment: At 4:47p, Cathy Gill made a motion to adjourn; seconded by Jeff Foster. All in favor.

Minutes prepared by Cathy Gill, Secretary.