

BOBCAT VILLAS HOMEOWNERS ASSOCIATION, INC.

c/o Star Hospitality Management
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Board of Directors Meeting Minutes

July 15th, 2020

- 1. Call to Order & Establish a Quorum:** Betty Ann Copley Harris called the meeting to order at 8:59 AM. A quorum was established with the following board members present in person or via phone: Jean Liesmann, Patti Wells, Betty Ann Copley Harris, Lou Sperduto, and George Baillie.

There were several owners present and Chris McCluskey, representing Star Hospitality Management.

- 2. Proof of Notice of Meeting:** The meeting notice was posted in accordance with the Association Bylaws and Florida Statute 720.
- 3. Approval of Meeting Minutes:** Patti Wells motioned, seconded by Lou Sperduto, to approve the meeting minutes from June 10, 2020. The motion carried.

The President asked all members of the Association to respect one another and stated it is easy to follow than it is to lead. She requested that if any member has an issue with what the Board/Association is doing, to please bring it directly to the Board of Directors and not discuss it on social media.

- 4. Officer Reports:** There were no reports from the President or Vice President. The Secretary/Treasurer provided an update on the review of the driveway and sidewalk pavers of the Villa homes. There was discussion of having a paver contractor come out and walk the property with the Vice President and Secretary/Treasurer to review the paver issues. The Vice President then discussed how the homeowner owns most of the driveway and would be responsible for the repairs, not the Association. The President then discussed the idea of residents volunteering to assist in the repairs of the driveway and sidewalks. The Board of Directors agreed if an owner purchased the sand necessary to reset and level the pavers, there would be volunteers who would complete the necessary repairs to the driveways and walkways.

- 5. Committee Reports:**

Social Committee: There was no report provided.

Finance Committee: Michael Kuhn read a letter to the Board of Directors about reviewing the budget for 2021 and trying to determine areas that may not be necessary or can be lowered in costs, so it will maintain or possibly lower the monthly assessment. The President said this will take a lot of hard work and would like to see this completed by the Committee. George Baillie, Director, said it should be the responsibility of each Committee to determine their costs and budget for each year. The Director also agreed to help the Committee, but his position on the Board of Directors is only temporary.

Pool Committee: The Board of Directors discussed the idea of whether to open the pool or not. The Vice President said the pool can be opened, with at least one bathroom open, all furniture placed in the maintenance room or Clubhouse, and without the use of a waiver. One of the Directors said to open the pool, but limit to resident and house guests only, no more than 10 people in and around the pool, proper social distancing, and residents must bring their own sanitizing wipes to wipe down all handles/gates/railings or areas touched. The Treasurer said the CDD pool has a monitor there all day and sanitizes the pool area, and this is a service Bobcat Villas will be unable to provide. The Treasurer also stated any guests must be with the resident to access the pool. The other Director stated residents who use the pool will be doing so at their own risk and should read all information about COVID-19 before using the pool. With no further discussion to come before the Board of Directors, Jean Liesmann motioned, seconded by Lou Sperduto, to open the pool with the following requirements: use of the pool is by Bobcat Villa residents and their house guests only, all furniture will be removed and residents may bring their own furniture, no more than 10 people in or around the pool/pool deck area, residents must bring their own sanitizing wipes to sanitize any area they touch, and the gate code will be changed back to the original code. The motion carried with a vote of 4-1 with George Baillie voting opposed.

The President then discussed the Pool/Clubhouse Committee was looking for a new Chairperson, and Lynne Nohl agreed, if there was a liaison from the Board of Directors. Patti Wells, Secretary/Treasurer, agreed to be the liaison to the Pool/Clubhouse Committee.

The President agreed to be the liaison for the Roof Committee.

The President also asked all Committees to create and draft a set of Descriptions/Roles for each Committee and be ready to present at a Board of Directors Meeting before the fall.

6. Old Business

- a. **Roof Claim Update:** Koh Knox, Knox Services, provided an update on the insurance claim for the roof damage from Hurricane Irma. Koh Knox advised HL Law Group still has had no response from AmCap regarding the claim and is beginning to draft a civil remedy notice to AmCap. Koh Knox stated once the civil remedy notice is filed, he expects AmCap to respond to the attorneys, but said to expect little or no response until that time. Koh Knox said Knox Services continues to make all roof repairs to the homes in Bobcat Villas.
- b. **Mailbox Cluster Repairs – Project Update:** The project is now complete and the Bobcat Villas Maintenance tech will be painting the legs.
- c. **Irrigation Pump Proposals:** The Association Manager explained the proposals pertaining to the irrigation pump, as some were all inclusive, while others were just for the pump and the electrical work was separate. The Vice President and one Director stated the work should be completed by one contractor, so no issues occur. The Board of Directors also discussed the past number of months Westcoast has been unable to do any irrigation inspections because the system was not operational and asked the Association Manager to discuss with Westcoast. The Association Manager said he will contact Westcoast and request a credit for the number of months no irrigation inspections were completed and for a map of the system. With no further discussion to come before the Board of Directors, George Baillie motioned, seconded by Jean Liesmann, to approve the proposal from John's Electric Motors to replace the submersible pump and install new electrical wiring in conduit from the Clubhouse to the pump for \$7,736.45. The motion carried.

d. **Landscape Update:** The Board of Directors discussed the proposals from Westcoast to raise/lift the low hanging limbs of the trees around the pond and questioned why this is not included in the current contract. The Board of Directors asked the Association Manager to review the Westcoast contract and determine if this trimming should be included. The Association Manager said he also reached out to the Account Manager about the depression behind one of the homes along the bank of the pond and is waiting for an update.

7. **New Business:**

- a. **Financial Review – Budget, Owner Letter:** This was discussed under Finance Committee.
- b. **Gutter Repair Proposal:** The Board of Directors reviewed the proposals to complete various gutter/downspout repairs to various homes. There was further discussion by the Board of Directors about the repairs that discussed sealing where water was dripping between the gutter and the fascia. With no further discussion to come before the Board of Directors, George Baillie motioned, seconded by Jean Liesmann, to approve the Desoto Seamless Gutters proposal for \$2,450 and have Lou Sperduto review the proposals and the gutters in question, to determine if the repairs stating to seal the space between the gutter and fascia is necessary. The motion carried.

8. **Owner Comments:** An owner asked about the paver project, as the pavers to her home have not been repaired. The Treasurer said she will be looking into the remaining homes that need repairs to pavers and will report back to the Board of Directors.

9. **Adjournment:** With no further business to come before the Board, George Baillie motioned, seconded by Patti Wells, to adjourn the meeting. The motion carried, and the meeting adjourned at 10:31 AM.

Chris McCluskey, CAM

Chris McCluskey, CAM for Patti Wells, Secretary/Treasurer