

Prestwick Chase Homeowner's Association, Inc.
c/o Bristol Management Services Inc.
1930 Commerce Lane, Suite 1
Jupiter, FL 33458
(561)-575-3551

Board of Director's Meeting minutes 11/30/2012

Dr. Katia Laremont called the Board of Director's meeting to order at 6:00pm

There was a quorum of directors present. Present: Dr. Katia Laremont, Ronald Grimm, Sue Reil and Ruth Moguillansky. Also present Joannie Schmidt with Bristol management and Bill Summa, community supervisor.

Notice of the meeting was mailed to the membership and signs posted. Affidavit of mailing provided.

A motion was made By Ron Grimm to approve the September 14, 2012 Board of Director's meeting minutes. Ruth Moguillansky seconded the motion and the motion passed unanimously.

Financial report: Sue Reil presented the financial report as of October 31, 2012. Total current assets are \$266,961.70 with \$199,959.22 in operating, contingency fund balance is \$364,228.98, and Roof loan balance is \$647,445.34. Aged owner balance is \$98,153.16.

Old Business:

NONE

New Business:

(A) Budget 2013:

A motion was made by Ron Grimm to accept the budget as presented (see attached). Katia Laremont seconded the motion and the motion passed unanimously. A copy of the adopted budget will be mailed to unit owners with the quarterly statements.

(B) Gate description: Ron Grimm provided the following details for approved gate materials:

1. All future gate replacements shall be constructed of Aluminum or a PVC composite material – regular or treated lumber is not allowed due to it's short life expectancy and ability to hold moisture which does not allow for long term adhesion of paint and adds a great deal of weight to the gate which initiates a non-plumb elevation after a short period of time.
2. A gate may only be replaced in the same specification and "look" as exists in the present court yard or with the "Horizontal Slatted" specification that has been previously approved by the ARC.
3. Any inner court yard gates which are not visible from the street shall comply with #1 & #2 specifications as noted above.
4. Stainless Steel hinges and hardware shall be required for all new gate installations which will facilitate long term quality and avoid "sagging" of the gate units.

A motion was made By Katia Laremont to approve the new gate specifications. Ruth Moguillansky seconded the motion and the motion passed unanimously. Manager to forward to PGA/POA ARC for approval.

(C) Community updates by Ron Grimm:

1. South end island landscape looking distressed and in need fertilization, mulch also to be installed. Manager to provide work orders to Image One for this work.
2. Annual flowers have been installed in entry islands.
3. LED holiday lighting was purchased and installed. The new lighting will last significantly longer than the tradition bulbs and utilize only a small amount of electricity.
4. Comcast Cable negotiations will need to begin soon. Ron Grimm and Sue Reil to work with local Comcast representative on negotiations.

(D) Roof loan update: Ron Grimm on authorization from the Board has conferred with Gary Fields and has also contacted Wells Fargo regarding the Associations roof loan.

A motion was made by Katia Laremont for Ron to move forward and to meet with Wells Fargo and to have them provide the Board with a letter of understanding for Board review. Ruth Moguillansky seconded the motion and the motion passed unanimously

(E) Vendors:

The following vendor procedure was implemented: Bill Summa to verify maintenance personnel hours, only to report to Ron Grimm if there is an issue. Property Manager to email landscape, irrigation, pool and any other non-contractual proposals/invoices to Bill Summa and appropriate Board members for review before payment is made. Image One invoices are already received in advance for monthly landscape service; irrigation will be a flat charge of \$350.00 per month.

Other Business:

1. Recent car burglaries: Property Manager provided a report from PBG Police Department noting one recent reported car break-in. Also noted that it is believed there have been a total of four car burglaries with only one being formally reported to the police.

There being no further business, a motion was made by Katia Laremont to adjourn meeting at 7:08pm, seconded by Ruth Moguillansky and the motion passed unanimously.

Open forum/Discussion:

NONE

Respectfully submitted,
Joannie Schmidt, LCAM