

**Scopello Condominium Association, Inc.**

**Telephonic Board of Director's Meeting**

**July 13, 2020**

**Call to order:** President Raymond Springer called the meeting to order at 9:01.

**Roll Call:** Present were Raymond Springer, Denise Moncur, Charles Campbell, George Skaperdas and Barry Eagle. All board members were present on this telephonic meeting and a quorum was declared.

**Proof of Meeting Notice:** Raymond Springer posted a notice of meeting on the foyer bulletin board on July 9, 2020 at 7:30 am.

**Reading of last meeting's minutes:** The Board of Director's unanimously agreed to waive.

**Second Quarter Operating results and Maintenance Expenditures**

Operating results were favorable to budget by \$3100 for the quarter and \$1407 year to date. Expenses are sometimes budgeted in a different quarter than when they are paid, so focus on the year to date numbers.

General and Administration expenses- + **\$835** (annual financial statement preparation was paid in Quarter one but budgeted in Quarter two)

Operating Expenses -**\$519** in Quarter One and - **\$289** year to date (due to water, sewer and trash being -**\$917**, being offset by gas and electricity.)

Other Expenses- Primarily Insurance and Reserves. (rates went up this renewal so expenses will be a little over budget for Second Half of year.)

Looking at the Balance Sheet, operating cash at the end of Second Quarter was \$70,700. This is typical cash buildup prior to paying about \$29,000 for our insurance policies for the renewal period.

Reserve Cash- Approximately \$100,000, in that cash we have \$11,935 in our contingency reserve, with \$7,450 coming in the second half of the year. We have only \$3,369 in our Corridor Reserve because we charged the new windows (\$7,200) to this reserve versus the Contingency Reserve. Combination of both accounts total \$15, 304.

Precision Roof Systems

Precision did some repair work two years ago and came out to inspect again in June. After discussing the leak issue in 404, they recommended some remedial actions. Their inspection found our roof scuppers needed repair, otherwise they again thought our roof to be in good condition.

### Doors/building repairs

We have had Jeff Walkowiak clean, sand and spray paint the door between the foyer and garage, remove rust/spray paint elevator doorways that were rusting/paint all gates/paint door to garage and pool/repaint all ground floor exit doors on North side of the building/remove identified bagging, seal and repaint with both elastomeric and finish paint.

We may have one or two bagging areas remaining, but Ray is fairly pleased with this recent work and the areas are properly sealed. We owe Jeff around \$1900, but he hasn't billed us yet. Jeff is now our Handyman vendor for Scopello.

### ERU Addition for Elevator/OTIS

The work was completed months ago, and we used Elevator Reserves to pay the first half of the addition. Otis has not yet billed us for the second half. Our account representative was switched, so that could be the cause of not being billed. Ray noted a call probably should be placed to ask, but is curious how long their accounting system will take to send out a billing reminder.

### **Corridor AC Systems**

Denise and Dennis Moncur in Unit 403 are experiencing loud droning/vibration noises coming mostly from the three corridor AC's and also from two other aged original AC units that are above their unit on the roof.

George recommended having vibration pads/dampeners put underneath to subdue the vibration/noise. We asked for quotes from 3 companies for vibration pads, as well as new AC units. George sent us all an article on AC units that are coated for Coastal Areas to protect from the salt air for our perusal. Since the AC units are original equipment, we want to be prepared to replace them if they fail and not have to do it last minute and make a quick decision. We received a quote from Hale AC to place dampeners under the three corridor ac units for \$315. The work is being scheduled to place those dampeners to give 403 some noise relief. George suggested that we make sure any unit owner who will be replacing their AC unit going forward, have dampener pads placed under their unit. Ray asked that George and Denise work together to come up with a standard mandatory vibration dampener schematic, perhaps with the help of George's engineer friend who is a specialist in this field. They both agreed to work together on this together.

It was noted by Barry that perhaps our AC vendor, FAST is not cleaning the hallway return units and may not be doing the best job they can. He said he took off the door to the handler on floor two, and there was black mold/dust inside of the one he inspected, showing it had not been cleaned.

We have an annual maintenance agreement with FAST, but must call to schedule each year, because they do not automatically come out. Ray noted that FAST comes out quickly anytime there is an issue and fixes the problem.

Our cleaners, Christy and Rob are supposed to change filters every 30 days and notate on the maintenance list inside the AC corridor closet.

George added that we, as a board, and as an individual hiring a vendor, need to be more diligent when choosing vendors for repairs, etc. saying that the workers do not always do what is best for us and sometimes rush the job or do a poor job. Ray commented it was a slippery slope as we do not always have the expertise/time to watch over each repair/etc.

### **Insurance Renewals**

Ray, George, and Barry participated in an insurance meeting with Bob Mitchell for policy period July 1, 2020 to June 30, 2021. At the meeting, we raised our hurricane deductible from 3% to 5% and did away with unowned vehicle coverage since we have no employees. It was agreed that no board members would be asked to drive their car for Association business to avoid an unowned motorist claim.

### **Spa /Pool**

George contacted the manufacturer of the Spa Heater who is ordering parts for the power board to be replaced as it blew again. The transformer caused this issue. The new board will be under \$1000, which is more cost effective than buying a whole new heater for over \$3000.

The health department would like us to replace the drain cover on the pool and bring it up to the current code. We received a quote from Five Star Pool for \$1200 to replace without draining pool by using a diver. We are going to wait as long as possible, and hopefully until we resurface the pool to have this done, unless we are forced.

Pool/Gate locks on North/ South sides

The pool gate locks have become difficult to use due to wear and tear. The lock boxes have lost the ability to hold the locks. One solution is to purchase new gates at approximately \$1500 per gate. The other way option is to buy new lock boxes and have the old boxes cut out and weld on the new boxes. Ray has hired a welder to cut out and reinstall new lock boxes for and estimated \$250 per gate. (the final cost was \$364 per gate).

### **Update on Subrogation Claim**

Ray has spoken to our liability insurance adjuster who informed him that in her opinion the Association was not liable for the leak issue/ re: unit 303. She indicated she would speak to the other side and if a problem still existed, she would let him know.

**A motion and a second to end the meeting was put forth and all agreed.**

**Meeting Adjourned: 10:17 am**

**Submitted by : Denise Moncur, Secretary**