

The Landings Maintenance Association, Inc

Board of Directors Meeting

May 23, 2017 6:30pm
Bonaventure Town Center Club
16690 Saddle Club Rd., Weston, Florida 33326

MINUTES

Call to Order

The Meeting was called to order at 6:32 PM by Debra Boles, President.

Roll Call

The following Directors were present: Scott Rassler, Debra Boles, Andrew Medina, Andrew Newman, and Bruce Gamache; thus representing a Quorum and allowing the Association to carry forward with the business of the meeting.

Ron Jacobowitz and Michael Bakalar did not attend the meeting.

Also present was Larry Ellman of Pro Community Management.

Proper Notice of Meeting

Notice of the meeting was posted on the property at least 48 hours prior to the meeting as required by Florida Statute

Approval of March 28, 2017 Board of Director's Meeting

A motion was made by Mr. Medina to accept the Minutes of the March 28, 2017 Board of Director's Meeting as presented.

The motion was seconded by Mrs. Boles and it carried unanimously by all present.

Review of Certain Items Within the Community

- **Insurance Policy Renewals**

Amanda Carvalho from John Gault (insurance agent) presented a proposal for the June 27, 2017-2018 renewal and answered questions from the Board.

The annual cost of the renewal (excluding flood insurance that is billed directly to the Association) is \$14,256 vs \$13,760 for the current policy year. The increase is due to higher industrywide D&O policy premiums.

A motion was made by Mr. Rassler to approve the policy renewal as proposed.

The motion was seconded by Mr. Gamache and it carried unanimously by all present.

- **395 Mallard Road Update**

Mr. Ellman updated the status of 395 Mallard.

The bank paid the invoice for approximately \$4,800 representing the expenses for the prior 12 months including the Q1 and Q2 2017 fees.

The bank is now responsible for paying the quarterly fees.

- Homeowner Receivables
Mr. Ellman updated the status of homeowner receivables.
For Q2 2017, all homeowners are current except for one homeowner in Mallard.
The delinquent account (Q1 and Q2 are not paid) was turned over to the outside lawyers for collection.
- Homeowner Emails
Mr. Ellman updated the Board regarding various homeowner email issues that included sidewalk issues, parking issues and the need to garage any truck overnight.
- Quarterly Community Inspections
Mr. Ellman discussed a summary of recent inspections.
104 violation notices are being sent. Most relate to cleaning roofs and trimming trees.
- 2016 Audited Financial Statements and Tax Return
Mr. Gamache updated the Board.
The audit is complete and the tax return was filed.
Mr. Gamache signed the rep letter as Treasurer.

Scott Rassler made a motion to approve the 2016 audited financial statements and tax return.
The motion was seconded by Mr. Medina and it carried unanimously by all present.

- Guardhouse Sewer Line Repairs
Mr. Gamache updated the Board on the completion of the guardhouse sewer line repairs and the final permit approvals.
- Guardhouse Visitor Management System
Mr. Ellman updated the Board on the installation of the new visitor management system software.
It is expected that certain software issues will be resolved in the next week.
A beta test with Board members and selected homeowners will be done before rolling it out to the community.
- Guardhouse Roof Replacement
Mr. Gamache updated the Board.
The contract is being finalized with KC Roofing.
- Road Repair/Tree Root Pruning Permit
Mr. Gamache and Mr. Ellman updated the Board including the permit process and issues with the contractor (All Paving).
Additional review comments were received from the traffic inspector resulting in an additional \$850 in permit fees.
Mr. Gamache and Mr. Ellman will follow up with All Paving to address the review comments.
The objective is to get the permit approved.
A decision will then be made as to whether to replace the contractor in accordance with the terms contract.

- Road Replacement – Mill & Overlay

The Board discussed the road repair and tree pruning project assumptions including the cost, timing and funding of a new mill and overlay vs. current repairs, the cost and use of pavers in the cul de sacs vs. asphalt and the ongoing need for tree pruning and road repairs.

The Board concluded that they should proceed with the current project as approved.

- Financial Statements, Replacement Fund Projects and Landscape Projects

Mr. Gamache reviewed the April YTD financial summary for the Operating Fund.

There were no major items to report.

Mr. Gamache reviewed the Replacement Fund projects, 2017 budget, April YTD spending and pro forma cash balances.

The 2017 Replacement Fund budget revenue will be down \$25,000 as a result of the bank foreclosure at 395 Mallard. A portion of the shortfall may be made up by reduced spending in Landscape Extras.

Decisions about any new project spending were deferred until later in the year.

ADJOURNMENT:

Mr. Medina moved to adjourn the meeting.

Mr. Gamache seconded the motion and it carried unanimously at 8:20 PM.