

FOUR SEASONS CONDOMINIUM ASSOCIATION OF WINTER PARK, INC.

BOARD OF DIRECTORS MEETING

MINUTES

September 9, 2020

CALL TO ORDER:

The duly posted Board of Directors Meeting was called to order by Jill Duckworth at 6:08 p.m. on Wednesday September 9, 2020 at 200 St. Andrews Blvd., Winter Park, Florida 32792 via go to meeting app.

THOSE PRESENT: Jill Duckworth, President
Peter Szedlacsek, Vice President
Mark Summers, Treasurer
Stephen Combs, Secretary
Gregory Golden, Director
Joanna Hart, Sentry Management
Patricia Rowe, Sentry Management

MINUTES:

Jill Duckworth motioned to approve August 12, 2020. Stephen Combs seconded. All in favor. Motion carried.

TREASURES REPORT:

The treasurer's report for August 2020 was read by Joanna Hart. Property Manager will change comments variance red is under budget and black is over budget and in current period red is a loss/deficit and the black is under budget/surplus. Property Manager stated over budget under Administration due to legal expenses. She stated Clayton and McCulloh submitted invoices this month for previous months that they were behind on due to the Covid19.

OPEN SESSION:

Jill Duckworth asked the Board if they read the email sent to them regarding a homeowner's email to Joanna Hart questioning the way the election ballots are counted stating there are questions among homeowners stating mistrust from previous elections. Joanna responded to her email factually explaining the process to qualify ballots and the tallying process. Jill asked the Board if they want a letter to be sent to the homeowner in response to the email. Mark Summers, Stephen Combs and Gregory Golden agree that Joanna's response to the homeowner was adequate and no further action needed.

Mark Summers motioned to let this matter stand. Gregory Golden seconded. All in favor. Motion carried.

OLD BUSINESS:

Guest Suite:

Stephen Combs asked about re-opening the guest suite and the cost of the sanitization of it being passed on to the person renting the guest suite. Jill Duckworth stated Property Manager called several companies and they quoted approximately \$225 per square foot of the suite. Steve asked if the guest suite is considered an apt/condo or hotel/motel. Property Manager stated it is considered a hotel/motel. Steve stated he stayed at a hotel with no surcharge for sanitization and that couldn't the janitorial crew take some extra time to wipe remotes, light switches etc.

Jill Duckworth stated janitorial crew can and that we have the guests sign a liability and waiver of the right to sue.

Stephen Combs motioned to open up the guest suite to rentals with no surcharge for sanitization and homeowner/resident and their guests sign the liability waiver of the right to sue. Mark Summers seconded. All in favor. Motion carried.

NEW BUSINESS:

Roof Repair Above 2104:

Tip Top Roofing came out to repair roof above 2104 that was leaking. Jill Duckworth approved the emergency proposal for \$1,725.00 to complete the repair.

Jill Duckworth motioned to ratify the approval from Tip Top Roofing for \$1,725.00 for the repair above unit 2104. Gregory Golden seconded. All in favor. Motion carried.

Exterior Mansard Repair 2104:

Jill Duckworth approved emergency estimates from General Construction of Orlando, Inc. for unit 2104 for \$2,900.00 to repair the exterior mansard that was leaking into the unit and repair the inside damage from the leak.

Peter Szedlacsek asked if we know why these leaks are happening and do, we know how many buildings will this happen to. Jill Duckworth stated that back when Hartman Construction did the work, they did not use the correct flashing around the windows. Homeowner listening in commented he is a general contractor discussed having Hartman Construction be responsible to correct what is causing the mansards to leak even bring legal action against them. Property Manager stated some of the leaks were caused by roof leaks that ran down the mansards. Mark Summers stated that to bring a lawsuit against Hartman Construction would need a third-party engineer/expert to come in and inspect every building and that this would be a very costly expense to the Association.

Jill Duckworth motioned to ratify the approval from General Construction of Orlando, Inc. for unit 2104 for \$2,900.00 to repair the exterior mansard that was leaking into the unit and repair the inside damage from the leak. Mark Summers seconded. All in favor. Motion carried.

Tree Trimming:

O & A Landscaping submitted a quote to trim trees around twenty buildings where the trees are touching/on the buildings for \$3,650.00 and raise up low hanging limbs to 12-15ft at the trees located at the clubhouse, 1600, 2400, 2500 and 2600 buildings for \$630.00 for a total of \$4,280.00. Property Manager informed the Board this will put the Association over budget but that the work needs to be done especially during hurricane season.

Jill Duckworth motioned to accept the quote from O & A Landscaping to trim trees around twenty buildings that the trees are touching/on the buildings for \$3,650.00 and raise up low hanging limbs to 12-15ft at the trees located at the clubhouse, 1600, 2400, 2500 and 2600 buildings for \$630.00 for a total of \$4,280.00. Peter Szedlacsek seconded. All in favor. Motion carried.

Sidewalk Repair:

General Construction of Orlando, Inc. submitted an estimate for \$8,000.00 for sidewalk repair/replacement. Jill Duckworth stated we need to have these repairs/replacements as these could become trip hazards. The Association was sued from a resident that tripped and fell. Stephen Combs asked if we could get more done for the price based on, he watched General Construction of Orlando, Inc. replace a piece of sidewalk near his unit and it took them along time. Property Manager stated it the estimate is per square foot not how long it will take them.

Jill Duckworth motioned to accept the estimate from General Construction of Orlando, Inc. for \$8,000.00 for sidewalk repair/replacement. Gregory Golden seconded. All in favor. Motion carried.

Jill Duckworth stated collections are going well and a reminder to the Board if collections is to be discussed the Board cannot use homeowner's name or unit number.

MANAGERS REPORT:

Board reviewed the Manager's report prior to the meeting. No questions at this time.

ADJOURNMENT:

Jill Duckworth motioned to adjourn the Board of Directors meeting at 7:22 p.m.