

**FOUR SEASONS CONDOMINIUM OF WINTER PARK
BOARD OF DIRECTORS MEETING
January 11, 2023 at 6 P.M.
200 St Andrews Blvd, Winter Park FL 32792
At the Clubhouse**

MEETING MINUTES

Attendees: Jill Duckworth, President
Michael Cleary, Vice President
Glen Ioffredo, Secretary
Michael Agranoff, Treasurer
Ellen Heim, Director
Patricia Rowe, Sentry Management

Jill Duckworth called the meeting to order at 6:02 p.m.

Approval of the Meeting Minutes: Glen Ioffredo motioned to approve the minutes of the December 7, 2022 Budget/Board Meeting with correction to the spelling of his last name from Loffredo to Ioffredo. Jill Duckworth seconded. All in favor. Motion carried.

Treasurer's Report: Michal Agranoff read the December 2022 financial report that was submitted and reviewed. Jill Duckworth stated Michael has some ideas regarding the way the Association currently handles delinquent accounts. Michael Agranoff handed out information to the Board detailing his ideas which including motions he would like the Board to review and pass. Michael has proposed that the amenities usage rights be suspended for accounts that are in arrears. He would like this language to be added to the letters that are sent out from Sentry Management. Michael Cleary stated that this would be hard to enforce as we cannot stop their keys from working. Michael Agranoff and Jill Duckworth acknowledge that it could be difficult to enforce. Property Manager stated that the homeowner receives a late letter once 30 days in arrears, second late letter after 60 days in arrears, and an Intent to Lien letter goes out after 90 days. Once the Intent to Lien expires, they move to a Lien. After that the Board decides when to send to the Attorney. Jill Duckworth stated the Board would like to put pressure on the homeowner before the account gets to the Attorney and would like verbiage in the letters to say that the Association "may not" approve a lease renewal if the account is arrears.

Michael Agranoff motioned to authorize Sentry Management to issue notifications to delinquent account owner that delinquent homeowners and tenants may be subject to suspension of use of privileges if outstanding balances are not resolved in a timely manner. Jill Duckworth seconded. All in favor. Motioned carried.

Michael Agranoff motioned to authorize Sentry Management to issue notifications to delinquent account owners when a Notice of Intent to Lien is issued that delinquent property's use privileges are suspended. Jill Duckworth seconded. All in favor. Motion carried.

Michael Agranoff discussed Accelerated Installment Payments which would require a homeowner in arrears to pay the remaining yearly assessment at that time. Jill Duckworth stated that this would only apply to homeowners who are chronically late paying their assessments. The Board understands that sometimes homeowners have circumstances that arise which can cause them to get slightly behind. Jill stated this practice would be decided on an individual basis.

Michael Agranoff motioned that the Board authorize Jill Duckworth and himself to work with legal to discuss formalizing a process to include a "Notification of Intent to Accelerate Installment Payments" and to determine what, if any, additional costs this will incur for our Association. Jill Duckworth seconded. All in favor. Motion passed.

Open Session:

Jill Duckworth wanted to thank the resident from the last Board meeting who brought to our attention that some of the common area interior hallways needed attention from the carpet install. We have touched up the stair areas that needed some painting and have cleaned and painted the landing areas by the windows. Jill thanked Ellen Heim for bringing up fences and carport maintenance. Property Manager is sending letters to homeowners whose fences need maintenance along with those units needing screen repairs/replacements. Jill stated that the carport maintenance will be discussed at a noticed meeting on March 8, 2023 and that the Property Manager is working on getting bids for the carport project as this will be a special assessment to carport owners.

A resident brought up the vehicles parked in front of the 2700 being such an eye sore. Jill Duckworth stated we are working on that issue and the vehicles are scheduled to be towed off the property for non-compliance of the Four Seasons Rules & Regulations. Ellen Heim asked about placement of the parking decals. She stated they used to be on the rear bumper of the vehicle. Jill stated they are now located inside the car on the rear window unless the tint is too dark then they can put the parking decal on the front window.

A resident asked if we still have a Neighborhood Watch program. Jill Duckworth stated no. We used to have it and homeowner, Bobbie Clark, used to run it. The last few years there was no interest in the program. This is a volunteer program that Bobbie Clark asked residents to help with. Property Manager stated that no one came to the meetings, so we stopped having them. A resident stated she would be interested in helping get the program started. Jill stated we would put information about it in the next Newsletter.

Unfinished Business:

Plumbing:

Included in the Board packet was a letter from Neal McCulloh regarding an ongoing plumbing issue and moving forward with the next step. Neal also suggested the Board allow Jill Duckworth and/or Property Manager to make decisions regarding this matter so that there is no delay in waiting for the next Board meeting. Any decisions will then be ratified at the next Board meeting.

Jill Duckworth motioned to approve Neal McCulloh's letter to move forward and to allow Jill Duckworth and/or Property Manager to make decisions regarding this matter so that there is no delay in actions. Any decisions will then be ratified at the next Board meeting. Glen Ioffredo seconded. All in favor. Motion carried.

Dumpsters:

Jill Duckworth gave an update on the dumpster situation stating that Property Manager is working on getting the dumpster at the 2900 bldg. replaced with the 8 yard with side doors. Waste Pro has stated they are refurbishing one to replace it. In the meantime, we are keeping one of the top doors open to make it easier for our residents.

Ellen Heim asked if we could have a scheduled pickup for larger items. Jill Duckworth explained that this would not work as we would have not only Four Seasons residents dumping, but outsiders coming in and dumping as well. It is the resident's responsibility to dispose of large items. Michael Cleary suggested that we put some information in the next Newsletter regarding possible pickup options for residents.

Lighting:

Jill Duckworth stated that the light pole at the 100 bldg. dumpster area has been switched to a bright LED bulb. Jill discussed that the cost for replacing a regular light bulb and ballast is approximately \$250 and to switch to a LED is \$280. She stated that switching to LED will save money over time. Michael Agranoff stated if the electrician is using good brand/quality LED bulbs he agrees and that it should be a soft color to match the existing. Michael recommends trying one to see if the Board likes it.

Jill Duckworth motioned to switch the existing pole lights as needed to LED lights using good brand/quality soft LED light bulbs. Michael Agranoff seconded. All in favor. Motion carried.

New Business:

Pickleball Court:

Varsity Courts submitted a proposal to add lines for pickleball on the existing tennis court for \$275.00 as long as it is done at the same time as the resurfacing of the tennis court which was previously approved.

Jill Duckworth stated pickleball is an up-and-coming sport and she thinks that this would be a great addition and that the court would get more use.

Jill Duckworth motioned to approve the proposal for the addition of lines for pickleball on the existing tennis court for \$275.00 which would be done at the same time as the resurfacing of the tennis court previously approved. Michael Cleary seconded. All in favor. Motion carried.

Michael Cleary asked if we could put some edging along the tennis court to keep the dirt/sand from washing onto it. Property Manager will get some and try it to see if it helps.

Manager's Report: Board reviewed the Manager's report submitted. There are no questions at this time.

Adjournment: Jill Duckworth adjourned the meeting at 7:37.