

PARK PLACE VILLAS CONDOMINIUM ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
Monday, November 13, 2017 at 1p.m.
At the offices of Sunstate Association Management Services Group
5602 Marquesas Circle, Sarasota, Florida 34233
CONFERENCE CALL

CALL TO ORDER: The meeting was called to order by Steve at 1:03pm.

QUORUM: A quorum was established with Jean, Glenn and Johnnie present. Also present was Nicole Banks of Sunstate Management. Owners present: Bonnie Planeaux and Karen Ziegler.

MINUTES: MOTION made by Jean, seconded by Johnnie, to waive the reading of the September 21, 2017 Board Meeting Minutes and approve as presented with the addition of the president's report details. MOTION passed unanimously.

PRESIDENTS REPORT:

- Steve gave the report.
- The website did not have the notice of the meeting. Please be sure this is posted.
- Hurricane clean up- The charges from Earth Works was \$1625. There are still some areas around the rear fence that need to be cleaned up.
- Steve plans to review the Earth Works contract. Steve has noticed there is a lack of attention to the rear of units galong the fence.
- Steve reviewed the October 31, 2017 financial statements and noted the Year to date deficit of \$2,334. This was primarily due to the storm clean up.
- Nicole will contact church next door for the pine tree removal behind 3148.
- The rear gutters are planned to be removed at unit 3148/3144 and 3138.
- Nicole confirmed that the roof inspection report should be completed soon. The actual inspection was completed by Jeff Welch of Colonial Roofing.
- The gutters were last cleaned in May 2017. They will be cleaned again soon. Nicole will contact Jeff Garrahan for a bid. For gutter cleaning, vendor should not walk on the roof and the front box is to be cleaned out.
- Steve has observed soliciting has ocured in Park Place. As a reminder, there is a "No Soliciting" sign posted at the entrance sign. Owners can tell solicitors to leave private property.
- There are two broken spot lights at the entrance that need to be repaired. Nicole will contact a handyman to repair the lights. Johnnie suggested that perhaps the spot lights are not needed. Bonnie suggested adding a tall street light near the entrance. Nicole will contact an electrician for a bid.

TREASURERS REPORT:

- Glenn reported from the October 31, 2017 Financial Statements.
- Trending over budget, year to date spending.
- There is a carryover of \$4000 from last year.
- Glenn requests an additional bid for Pine Removal at 3148. Nicole will contact Brown's Tree Service.
- Nicole to send Glenn the 2016 roof repair cost.
- Nicole to pull Lee Steward's invoices and send the details to Glenn.
- There will be an invoice from Earth Works for \$1,200 for work performed behind Unit 3166. Nicole will follow up.
- Nicole will send Glenn the current Comcast Cable contract to review.

Management Report:

- Pest Control (Good News) to complete interior of all units. This is done twice per year.

- In response to Unit 25 request for clean-up of their deck, the deck is owner responsibility. Steve plans to outline a short report on owner responsibility vs. association.
- #3138 Tenant procedures were discussed.
- Nicole to send Jean the updated Resident list, included tenants.

OWNER COMMENTS:

- Karen suggested to add text box on the invoices reminding owners to check the website to stay connected.
- Bonnie confirmed that the chair of Landscaping Committee is now Karen Ziegler.

UNFINISHED BUSINESS:

- Roof Leaks- see Presidents Report.
- Lockwood Ridge Fence Repair – Steve and Dean will look at this to decide which type of repair to be done.
- Repair of Entrance Lights- see Presidents Report.

NEW BUSINESS:

- Erosion 3138 – This is scheduled for Sundance Property to complete.
- Gutters 3138 and 3148 – to be removed.
- Pine Removal 3148- Nicole will obtain a second bid from Brown’s Tree Service.
- Cable- Glenn to review the contract.

NEXT MEETING: Thursday, December 14th at 1pm.

ADJOURNMENT: With no further business to discuss, Steve adjourned the meeting at 3pm.
Respectively Submitted,

Nicole Banks

Nicole Banks, CAM
Sunstate Management
For the Board of Directors