

PARK PLACE VILLAS CONDOMINIUM ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

Monday January 17th, 2022 at 10 AM.

Call the meeting to order- Steve Van Duzer called the meeting to order at 10 AM.

Proof of Notice- The agenda was posted at the pool and posted on the website.

Determination of a quorum- A quorum was established with four board members present: President, Steve Van Duzer, Treasurer Glenn Martin, Secretary Jeannette Watling Mills and Director Johnnie Powell. Also, present was Brian Rivenbark of Sunstate Management via Zoom video conference.

Director Scott Thompson was absent

Owners present: Trudy Cook, Karen Ziegler, Tracy H, Ron H. Mary Zahner Lori & Jim Kasternakis, Jerry Lelle and Cindi Armstrong.

New Business-

- **Discussion and Approval of Roofing Engineer:** The proposal from Forge Engineering was presented and discussed. Steve stated the consulting Engineer will develop a scope of work, bid out the job to qualified roofing companies and oversee the entire project.
- **A MOTION** was made by Glenn and seconded by Jeannette to approve the Forge Engineering proposal for the roof replacement consulting services. **Motion passed unanimously.**

Owners Comments:

- Owner asked what type of underlayment will be applied. Brian stated the engineer will develop a scope of work which will include a peel & Stick underlayment.
- Owner asked if she could have the roofer install a skylight. This will have to be coordinated with the roofer who is awarded the contract. Owner asked if the existing skylights will be replaced. Steve stated that we will be replacing the old skylights. Intention is to re-use updated replacement skylights which will be included in roofing contractor's scope of work.
- Owner commented on the peel & stick and the skylight replacement.
- Owner asked if there was anyone inspecting to see if the plywood is rotted. Glenn stated we will require the roofer to take pictures of the replaced plywood.
- Owner asked if the engineer is reputable. Brian stated that they come highly recommended by the insurance agent.
- Owner asked if the fastening of the plywood will be to code. Glenn stated that clips will be installed to bring it up to code.
- Lengthy discussion followed regarding the replacement of the skylights. The discussion was in regard to bronze and blue skylights.

Next Meeting Date- The next meeting is scheduled for February 10th at 3:00 PM

Adjournment- With no further business to discuss, the meeting was adjourned at 10:49AM

Respectively Submitted,

Brian Rivenbark, CAM
For the Board of Directors