

OCEAN VIEW MANOR CONDOMINIUM ASSOCIATION, INC.

3600 SOUTH OCEAN SHORE BOULEVARD

FLAGLER BEACH, FL 03624

MINUTES OF THE BOARD OF DIRECTORS' WORKSHOP

JULY 14, 2010

Association President Jim Stanton called the meeting to order at 11:00 AM. Present were Directors Pinky Burgos, Bill Hopson, Bob Minahan, Alf Olsen and Jim Stanton. Directors Rosemary Claxton and Terri Westwood were absent. Also in attendance were Maintenance manager Tom Pawson and Office Manager Debi Pawson. Minutes of the previous meeting were approved as distributed.

In his opening remarks, Jim noted that our management system with no hired manager saves us a great deal of money, but requires us to manage ourselves. To be fair and consistent, the rules must apply equally to everyone. The \$50.00 fee for exclusive use of the meeting room is our only control over who cleans and polices the meeting room. Use of the meeting room is every owners right, and if someone wants exclusive and private use of the facility, they must pay the Fee. No exceptions. Residents may gather in and use the meeting room facilities without charge as long as the door stays open and no one is denied entrance.

TREASURER'S REPORT: Because the report from Dave Doolittle had just been delivered, and the Treasurer had not yet seen it, Jim reported on the financial condition of the Association.

Income is slightly ahead of the 6-months projection while operating expenses are about \$2,000 over projections. Maintenance and salaries are within \$1,000 of budget, Insurance is below estimates and water utility is up. We have to do whatever we can to conserve on water usage. It's a very large part of our operating costs.

Reserves are roughly on budget; the roof and paving are OK, the painting is way over due to the recent efforts to clean up and brighten the building interior.

The receivables are good with the exception of 3 problem units. #222 has been foreclosed and the bank has a prospective buyer who has until August 15th to complete the deal. With unpaid assessments, monthly maintenance fees, mold control, interest and Attorney fees, we will be due \$8,705 if the unit is sold by August 15.

1 unit is tied up in a marital dispute and is significantly behind in monthly payments. Another owner has stopped paying a mortgage and also stopped paying the monthly assessment, yet continues to live in the unit. This imposes a hardship on the rest of the owners who must make up for the missing income.

Two units have had the electricity turned off. Mold growth could become a serious problem for the building. We don't want to face the prospect of the DEP or some other agency closing the building and forcing us all out. Jim asked for suggestions on how to control the problems that might arise.

After a general discussion, Bill Hopson moved, and Pinky Burgos seconded **A MOTION TO AUTHORIZE TOM PAWSON OR HIS DESIGNEE TO ENTER ANY UNITS THAT HAVE HAD THE ELECTRIC SERVICE TURNED**

OFF AND INSTALL DE-HUMIDIFYING DEVICE(S) USING OUR ELECTRICAL CURRENT, AND DO THE NECESSARY WORK TO EXTRACT MOISTURE AND MOLD. THE OWNERS WILL BE CHARGED \$100.00 PER MONTH FOR EQUIPMENT AND MAINTENANCE., ANY OTHER COSTS WILL BE ADDED TO THE MONTHLY MAINTENANCE FEE FOR THAT UNIT. THE MOTION PASSED UNANIMOUSLY.

MAINTENANCE REPORT: While calling on Tom Pawson for the maintenance report, Jim thanked all of our staff: Gary for the drapes in the meeting room, Tom, for all his efforts on our behalf, Debi for friendly and efficient office management, the cleaning crew, Tom's helpers, Chuck, Isaac and the rest for all their efforts on our behalf.

Tom's reported that:

Our fire alarm system is not monitored. Our system cannot handle monitoring requirements. A survey with the local FD showed we are actually in good shape protection-wise. If and when the system is up-graded in the future, we should have a monitoring program installed.

The recent flooding problems in the basement were due to malfunctioning check valves. All 4 of the check valves in the system have been replaced and up-graded. New French drains were installed at each end of the front driveway.

The carpets on 2nd, 3rd and 6th floors have been cleaned and the 3rd floor was sanitized to remove animal stains. Tom was pleased with work done by the contractor.

The flaking and peeling areas in the garage ceiling have been repaired.

The NW corner of the retaining wall was repaired and drains installed to run off rain water. More drains need to be installed around the perimeter of the building.

The picnic tables have been repaired.

Secondary piping in the building being replaced or up-graded. A sprinkler pipe of the 5th floor failed and caused some damage. All sprinkler pipes throughout the building are ageing. Total replacement would entail considerable expense. We need to be vigilant with ongoing inspections and repairs.

As Tom recoats the balconies, he inspects bath tubs for damage and rust. 2 more have been found in poor condition. He is trying to convince the owners that replacement is necessary to prevent possible damage to other units. The offending owner would be liable for any damage to other units.

Balcony repairs should be done by the end of July. Again, owners are urged not to use metal tables and chairs on the re-surfaced balconies as they cause the coating to deteriorate. Nothing should be hung or affixed to the railings or sides of the building. Flower pots placed directly on the balcony surface and dog urine left on the coating both cause rapid breakdown of the protective surface. The Association, not the unit owner, owns the balconies. We need to protect the integrity of the building as much as possible.

Seasonal renters have caused maintenance problems during the past few weeks. Tom was authorized to give the house-keepers more hours during the busy rental season.

Tom Will install a 20 foot aluminum lighted flag pole in the vicinity of the in ramp to the parking garage.

Tom has replaced 6 toilet bowl flappers. Each new one saves us water.

Tom is still conferring with FPL about an all-building surge protector.

The elevator pit needs care and up-keep. Tom and Coastal Elevator are working to up-grade the pit. There is no sump pump in the pit. We need to plan for one in the future.

The lobby furniture has been repainted and the broken glass table top replaced.

The Kiddie pool has been fixed! After only 20 years or so of leaking and futile attempts at repair, Tom has located the leak and repaired the broken pipe. He will cut an access panel in the garage wall to facilitate any future repairs. This will save considerable water use and eliminate the need for a proposed expensive excavation of the pool area.

The main pool will be a November repair project that should include repainting, tile replacement and repair and leveled and graded pavers.

The building paint is starting to deteriorate. This could be a long-term in-house project. Discussions on color will come later when the project is ready to start.

NEW BUSINESS/PUBLIC COMMENTS:

Several residents and Board members expressed dissatisfaction with the TV service. Butch was not present to explain why his promises made at the last workshop meeting were not carried out. Lately, the service has become worse, with some channels inoperable. His

company benefits from our roof and our electric and the members' opinion is that he has not lived up to his responsibilities. Jim will write a letter outlining our complaints and desires for proper service.

Alf Olsen stated that the \$10 propane fee and the \$50 fee for the use of the meeting room were excessive and that he believed that they should be eliminated. After some discussion, Alf moved and Pinky seconded a **MOTION TO LOWER THE PROPANE FEE TO \$5.00 PER USE OF THE GRILL. ALL OTHER REQUIREMENTS FOR USING THE GRILL WOULD REMAIN THE SAME. THE MOTION PASSED**

Alf then moved and Bill seconded a **MOTION TO CHANGE THE ROOM USE FEE TO A \$50.00 REFUNDABLE DEPOSIT. AFTER A VERY HEATED DISCUSSION, ALF WITHDREW HIS MOTION AND THE POINT BECAME MOOT. NO ACTION WAS TAKEN TO AMEND THE \$50.00 FEE.**

A resident complained about the open window in the pool men's room. Tom will provide a screen.

Several residents have complained of dust and debris caused by tile cutting and wood working on the balconies. Such work should be done inside the unit or done in the workroom as a courtesy to other residents.

As there was no further business to come before the Board, the session was adjourned at 1:05 PM.

Respectfully submitted,

William Hopson, Secretary