

# JETTY VILLAS ASSOCIATION, INC.

*A Corporation Not-For-Profit*

## MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

Thursday, August 24, 2023

A Regular Meeting of the Board of Directors was scheduled to be held at 9:00 am, at the office of Sunstate Management Group at 228 Ponce de Leon, Venice, FL 34285 and via Zoom Meeting.

**Call to Order:** President Arrighi called the meeting to order at 9:02 am

**Present/Quorum Established:** Robert Arrighi, President; Liz Comrack, Vice President, John Crary, Treasurer and Dawn Gillespie, Director via zoom. Lauren Wilson represented Sunstate Management.

**Minutes of Board Meeting May 25<sup>th</sup> 2023:** John initiated a discussion with questions regarding the changes in the landscape discussion that is noted in the minutes. John noted that he would like these minutes to reflect that John does not agree with the decision to change the landscaping contract to LMP due to concerns over lack of funds and if he would have understood the financial impact he would not have voted in favor. A **MOTION** was made by Dawn and seconded by John to approve the minutes with the noted spelling changes given by John. **MOTION PASSES** unanimously.

**Reliance Maintenance Report:** Chris was not on to give a report. At the current time Reliance is only doing general maintenance, repairs, and cleaning. Currently there are no pending work orders.

**Review Financial Report:** John gave an extensive report from the Current Financials as attached to this corporate record. John stated that current financials look fine but currently approved projects have yet to hit the budget and we need to keep a close eye on expenditure. John also gave an update from the insurance agent that there are potential significant increases that the association will have when policy renewals come in. Extensive discussion was had by the board as to how to plan to handle a potential expenditure that significantly exceeds what is budgeted. Discussion of a possible special assessment was had by the board. The board will continue to monitor expenses and consider all options. A **MOTION** was made by John, seconded by Liz to approve the financial report as presented. All in favor. **MOTION PASSES** unanimously.

### **Appointments and Resignations:**

Josies Elliot has submitted her resignation from the board effective July 10<sup>th</sup>. A **MOTION** was made by Dawn and seconded by John. All in favor. **MOTION PASSES** unanimously.

### **Committee Reports/New Business Unfinished Business:**

#### **Building and Grounds:**

**FENCE GATE LOCKS:** The fence is up and the locks are being installed by the handyman. He knows it is a priority. The code for the locks will be the same as the bathroom and laundry room code.

**MASONARY REPAIRS:** The new shower pad has been installed. This had to be done to solve the pooling of water in that area and the fence would not have passed inspection because the fence needed to only have a 2inch gap and there would have been a significant gap and would have failed inspection. Additional repairs are being evaluated to address drainage on the pool deck.

Walkway between unit #2 and #4. A quote was submitted to add pavers to the area to address that no grass grows. No action was taken by the board at this time.

**Landscape Committee:** No Report

**Safety & Security Committee:** Dawn and Kathy gave a detailed report on the progress the committee has made on signs. Dawn presented the total cost for replacing all signs. The health inspector has violated Jetty Villas for improper verbiage on the current sign. This needs to be addressed by the middle of September to avoid fines and further violations. The committee worked with the health inspector on proper verbiage on what needs to be on the sign to bring it back into compliance.

A **MOTION** was made by Dawn and seconded by Liz to approve spending, not to exceed \$400 to replace the pool sign in aluminum to bring the sign back into compliance. All in favor. **MOTION PASSES** unanimously.

**Welcome Committee report:** Dawn reported that the committee has been working on the directory and it is ready to go pending the rules and regulations. The handbook will be printed and distributed to residents and is posted to the website.

**Pelican Brief:** The committee is working on an updated Pelican brief that will be sent to the community.

**Landscaping:** Bob led a discussion on the new landscaping vendor LMP. Lauren gave details on the structure of the company and processes on how they address issues on property for both the board and the residents. They have been actively working in the community since August 1<sup>st</sup>.

**Manager Report** – Lauren reported on multiple items that were addressed through the month including processing rental application, meeting vendors, getting quotes that were presented during the meeting. Lauren gave an update on work orders that were pending. Lauren provided a detailed report to the board of the outstanding work orders for Jetty Villas and provided a project tracker to the board and reported line item by line item.

Dawn made a **MOTION** to accept the managers' report as presented by Lauren. Seconded by John. All in favor. **MOTION PASSES** unanimously.

**Review and Revise Rules and Regulations.** Dawn led the discussion of the proposed rules and regulations that have been distributed to the owners for review. No resident feedback was received. The board discussed final edits they would like to make.

A **MOTION** was made by Liz to accept the revised rules and Regulations with the discussed revisions. Seconded by John. All in favor. MOTION PASSES unanimously.

**Dues Payments vs Yearly Budget:** A question was raised by John at the last board meeting as to why the membership receives an invoice of \$116 from Sunstate for this amount. It was explained by Sunstate's accounting department that the \$116 invoice is issued due to the fact that your quarterly assessment is collected for May and June prior to your budget adjusting to the new rate and the invoice is issued to account for the shortfall in collection for those 2 months. It was acknowledged that this invoice does need to be paid so that your full budget is collected for.

**Owner Comments:** Comments were taken by the membership with questions on pending work orders.

**Adjournment:** Dawn made a MOTION to adjourn the meeting, seconded by John. With no further business to discuss, the meeting was adjourned at 11:52 am.

**NEXT MEETING DATE: September 28<sup>th</sup> 9:00am.**

**Respectfully submitted by:**

**Lauren Wilson**

**MBA, CAM Senior Manager Sunstate Management**

**Sunstate Management Group**

**For the Board of Directors of Jetty Villas**