

SOUTH HAMPTON PROPERTY OWNERS ASSOCIATION, INC.

MEETING OF THE BOARD OF DIRECTORS

Friday, November 15, 2019

MINUTES

Pursuant to call, the meeting of the Board of Directors of the South Hampton Property Owners Association, Inc. was held on November 15, 2019, commencing at 8:30 AM, in the South Hampton meeting room onsite.

- **Opening Comments**

President Dave Puckett opened the meeting and thanked everyone for attending. Board Members present at the meeting: Dave Puckett, Don Matheson, Susan Leinenweber, Stephanie Baron and Bill Long.

Representing LITUS* To Let, Inc.: Chris Millar and Lynn Edmonds.

Also present were homeowners M/M Ryan- 508 and Mrs. Steingraber-1502 and Mr. Miller 1209.

Tribune Holdings, General Contractor, was Ginio Volpe and Jon Black, Mule Consulting Firm.

It was noted that Dave Puckett would serve as Chairman of the meeting and Lynn Edmonds would serve as Recording Secretary.

- **Waiver of Notice**

It was noted that as the meeting had been scheduled at the November 17, 2018 Board of Directors meeting, a reminder notice had been sent to the Board Members by email. Upon a motion made, seconded and approved; it was:

MOVED; that the notice of the meeting be waived, as the meeting had been scheduled in the November 17th, 2018 meeting.

- **Approval of Minutes – Meeting of the Board of Directors – August 30, 2019**

The minutes of the Meeting of the Board of Directors that was held on August 30, 2019, were reviewed. All minutes are on the website. Upon a motion duly made, seconded and approved; it was:

MOVED; that the minutes of the Meeting of the Board of Directors held on August 30, 2019, are approved as written.

- **Financial Reports**

- **Current Financial Statement for the Period Ending – October 31, 2019**

Bill Long reviewed the current financial status of the association as of October 31, 2019, and discussed the balance sheet. The income /expense statement was next discussed. Items under and over budget were noted.

- **Accounts Receivable Update**

Lynn Edmonds stated that the Association has one (1) unit in arrears for 30 days. A notice has been sent to the delinquent owner. After 60 days the owners are sent to the Association's attorney for collection. The Board instructed LITUS* to have the cable disconnected on delinquent units more than 60 days.

- **Reserve Account Update**

Bill Long stated that the contribution to the reserve this year is as budgeted. POA funds are in Wells Fargo and TD Bank in nonprofit, interest bearing accounts and CD's in various banks, all with FDIC insurance coverages.

- **Old Business**

- **Hot Water Tank Replacement Update**

Lynn Edmonds reported that there are 3 water heaters in the building, which are past the 10 year mark that the owners will have to change them out. Lynn reported a certified letter has been sent to all the owners.

- **Building Concerns/Updates**

Dave Puckett stated the pool furniture had 5 tables and only enough chairs for 4 tables. The cost to add four more chairs would be \$800.00. Upon a motion duly made by Don Matheson, seconded by Susan Leinenweber and approved; it was:

MOVED; to order in January 2020 four additional pool chairs and umbrellas if needed.

Four of A Kind requested additional four large black/gray trash containers for around the property. Upon a motion duly made by Bill Long, seconded by Don Matheson and approved; it was:

MOVED; to have Four of A Kind order four trash containers.

6. New Business

- **Building Waterproofing**

Genio Volpe reported stacks 1,3 and 5 were ahead of schedule. They are finishing the waterproofing and decks and will be doing the rails next in December. He plans to have the decks open when they are doing the railings. In December they will be moving to 2,4 and 6 stacks.

He wanted all owners to be aware to make sure they do not use heavy patio furniture and to make sure the patio furniture had rubber bottom as to not scratch the deck waterproof coating.

One of the main issues the contractor and engineer are seeing on the building is the areas where the patio doors are the original and are in need of replacing. The code for the patio doors now requires a different threshold which helps in blowing rain/weather intrusion.

Units with hurricane shutters are 303, 410, 1102, 1105, 1110, 1209, 1502, 1609, and 1610. Owners who have removed the shutters are 303, 1102 and 1105. The remaining owners must remove and return the hurricane shutters. The general contractor, Tribune and engineer stated they will not sign off on those balconies until the shutters have been removed. Jon Black stated the issue comes from the concrete deck being six inches thick and many of the holes drilled into the concrete are in four inches. The building is built with post tension wires running through the concrete. The post tension wires when compromised break or snap which will cause them to have to be repaired. When drilling into the deck there may be a post tension wire near the hole and if water goes into the hole the wire will rust and will break or snap. Ginio Volpe stated anyone installing the shutters was taking a big chance as they did not know where the post tension wires were located. Chris Millar asked Lynn Edmonds several years ago a post tension wire broke, the cost of repair for the one wire. Lynn stated it was \$16,000. Kathy Steingraber, 1502, stated she felt the shutters already in place are not hurting the building. She also stated an engineer could GPS the wires and their location which would let the general contractor and engineer know if they were near to be comprised. In her line of work she works with companies who do this for restoring older properties. She purchased her unit because it had hurricane shutters. Jack Miller, 1209, stated his father had permission to install shutters in 1989 after Hugo. Chris Millar stated the company supplying the waterproofing, BASF, stated the shutter compromise their warranty. Chris will email the owners a letter from BASF along with the warranty information.

- **2020 Proposed Budget**

Bill Long presented the 2020 proposed budget. He stated there will be an increase due to several factors; KPMA's budget increased, insurance is projected to increase and the need to replenish the reserves after the planned projects. After the insurance cost come in this week he will finalize the proposed budget and send it out to the BOD in an email for their review and approval.

- **Adjournment**

There being no further business to come before the Board, a motion was duly made by Stephanie Baron, seconded by Don Matheson and approved; it was:

MOVED; that the Board meeting of South Hampton Property Owners Association, Inc. be adjourned.

Meeting Commenced: 8:30 AM

Meeting Adjourned: 11:00 AM

Submitted by:

Lynn Y. Edmonds, Acting

Secretary

Dave Puckett, President HOA