

Meeting of the Board of Directors
Villas de Golf Association, Inc Held in the Clubhouse
January 16, 2017

Regular Membership Meeting Minutes
Unapproved

Call to Order and Roll Call

President K. Ward called the meeting to order at 3:01 p.m. 31 Owners in attendance. The following Directors were present:

Kent Ward-President, Barb Mannette-Vice President, Bonnie Boak-Treasurer, Bernadette Moriarty- Secretary
Tom King-Director, Bob Shafer-Director
RPM property manager Leslie Randolph was present.

Proof of Notice: Meeting notice had been posted in accordance within Association By-Laws

Board Appointment: Ms. Moriarty made a motion to appoint Bob Shafer to the Board of the Villas de Golf to fill one of the current vacancies. Motion was seconded by Mr. Ward. Motion passed unanimously.

Approval of Minutes of Prior Minutes: The Board meeting minutes of November 14, 2016 were presented. Ms. Boak made a motion to accept the minutes as presented. Mr. King seconded the motion. The motion passed unanimously.

Officers Reports:

Treasurer: Ms. Boak distributed copies of the Financial Report for the month ending 11.30.2016. Ms. Boak reviewed Budgeted vs. Actual totals for Income and Expenses, along with Reserves, for the month and year to date. Ms. Boak directed attention to rental income and sales proceeds for Unit 10106 were listed as Income as Operating Cash. Financial Report for the month ending 12.31.16 will be posted when available. Ms. Moriarty made a motion to accept the Financial Report as written. Mr. King seconded the motion. The motion passed unanimously.

Committee Reports:

Volunteers: Mr. Swierenga reported that the volunteers had removed the stones and subsequently replaced the stones to facilitate the elevator repair at Bldg. 6 saving \$4,000 off the total cost of the project; volunteers broke up and discarded the cement pool tables and benches that were deteriorating.

Pool Furniture Committee: Mr. King reported that the committee members met and following research decided to go with cement rather than metal or vinyl. It was decided that cement was durable (original set lasted 40 years), weighty enough to resist high winds and would not rust or stain the pool deck. Proposal received from Belson Outdoors for (3) four seat table and (1) three seat ADA compliant table. All tables accommodate an umbrella. Next steps: Committee will explore umbrella options.

Social Committee: Mr. Ward reported that committee met recently and that the Women's Association has planned a Luau for February 21, that will include music and dancing. Additionally, a Spaghetti dinner is planned for Jan 27th, as a fund-raiser. Thanks were offered to Reenie Schauf for leading these endeavors

Mr. King reported that salvaged washing machine parts were used to repair a machine that failed recently, thereby, saving service and parts fees for the community.

Officer's Reports: None

Chair of the meeting transitioned to Ms. Randolph.

Old Business:

Elevator Repair Bldg. 6: Ms. Randolph reported that Otis completed the elevator repair project for Buildings 6 & 7. The total cost of this project was \$24,204.76. Mr. Ward made a motion to accept the invoice for payment. The motion was seconded by Ms. Boak. The motion was approved unanimously.

North Border Fence Replacement. Mr. Ward reported that he had received 3 quotes for vinyl fence replacement and 1 for a wooden fence replacement. Superior Fence and Rail provided the best quotation for the work that was proposed.

Largo Golf Course management will be approached to prune plants on their side of the fence.

Ms. Moriarty will contact Westcoast to prune plantings on VdeG side of the fence.

Mr. Ward also raised the prospect of establishing a fence in the vicinity of the Bldg 3&4 trash dumpster. Objective would be to camouflage equipment and supplies. Estimate \$200-300, approval not required

Mr. King made a motion to approve the proposal for replacing the North Border as provided by Superior fence and Rail in the amount of \$10,954.00. Motion seconded by Barb Mannette. The motion was unanimously approved

Pool Replacement: Mr. King, based on information provided earlier in the meeting, opened the floor for discussion with the membership as to the choice of cement as the choice of material, shipping constraints, assembly requirements and the need for volunteers to assist in assembly. Delivery lead time is 4-6 weeks once the order is placed. Ms. Boak made a motion to accept the quotation from Belson Outdoors in the amount of \$5,058.00. The motion was seconded by Ms. Moriarty. The motion was unanimously approved.

Roof Repair (Bridge Bldg 8 & 9): Mr. Ward explained that the bridge connection between buildings 8 & 9 was leaking and required repair. A quote was received from Trinicon in the amount of \$1,128.00 to complete the repairs. Ms. Boak made a motion to approve the quote. Mr. King seconded the motion. The motion was unanimously approved.

Handy Andy Cleaning Contract: Mr. Ward explained that Juan's replacement Lupe was doing a good job overall, but the sidewalks were not being washed. Following discussion with owner to review the contract, it was agreed that Lupe would wash the walkways on a progressive basis over a 3 month period of time. No motion.

New Business

Purchase of Five New Washers: Mr. King proposed that the next set of washers be replaced in five laundry rooms. The rooms recommended are Bldg 8/9 1st and 2nd floors, Bldg. 10 2nd floor, Bldg. 1 1st floor, Bldg. 7 3rd floor. Mr. King reviewed the proposal received from Commercial Laundries of West Florida for (5) Speed Queen frontload washers. Ms. Moriarty made a motion to accept the proposal from Commercial Laundries of WF in the amount of \$8,897.53 including installation and taxes. The motion was seconded by Ms. Boak. The proposal was approved unanimously.

Drainage Repair at Clubhouse Walkway: Mr. Ward reviewed the proposal received from Trinicon for repair of the sunken area at the clubhouse walkway. Mr. Shafer made a motion to accept the proposal of \$3,150.27 for work to begin Jan. 23rd. Mr. King seconded the motion. The motion was approved unanimously.

Flooring for V de G Office: Mr. Ward reported that a pipe had burst during the summer; destroying the flooring that was subsequently removed down to the concrete. Mr. Shafer shared that the recommended options were either carpeting or vinyl planks. Laminate was not recommended. It was also recommended that ventilation exhaust fans should be installed. Installation and fans would be installed by the volunteers. Mr. King made a motion to authorize up to \$1,200 for flooring and ventilation. Ms. Boak seconded the motion. The motion was approved unanimously.

Golf Cart Purchase: Mr. Shafer explained the volunteers are in need of a golf cart or service vehicle for hauling materials, etc. Two options were presented: a reconditioned electric golf cart for a cost of approx. \$4,000 and a new utility hauler vehicle approx. \$9,000. Discussion focused mainly on the reconditioned golf cart with the addition of a dump cart. Mr. Shafer made a motion to accept the proposal from Golf Car Systems for the purchase of reconditioned electric golf cart in the amount of \$4,082.05. Mr. King seconded the motion. The motion was approved unanimously.

Utilit/Dump Cart

Sample flyers for utility carts were provided. As there was a new utility cart purchased recently. No motion.

Hull and Company Essential: A representative of Hull and Company inspected Villas de golf as a service of under writing our insurance. Hull and Co. provided four recommendations. 3 are classified as essential and 1 was classified as suggested..

The Essential requirements are:

- Fitness Center – Waiver of liability
- Fitness Center - Posted rules/Warning sign
- Fitness Center – First Aid Kit

Open discussion raised the following concerns: Status of equipment, cost of servicing of equipment, liability using the current equipment, cost of replacement equipment, liability with and without waiver, logistics of getting all Owners, Renters and Visitors to sign waiver, availability and low cost of using the Southwest Recreation Center (Vonn & Wilcox) , number of people who use the fitness equipment, promoting the SW Rec Center as low cost. Mr. Shafer made a motion to have Leslie Randolph query Association attorney regarding waiver effectiveness; at the same time the fitness center equipment should be disabled until status of equipment usage can be discussed and a final decision reached at the Owners meeting Feb. 7th.. The motion was seconded by Ms. Boak. The motion passed unanimously.

Hull and Company Suggestion: A representative of Hull and Company classified the clubhouse cooking service as commercial and suggested that the kitchen be equipped with a filtered hood that meets NFPA standards. Further information was desired to understand codes, mandated requirements, and commercial usage classification.

No motion

Adjournment

There being no further business, a motion was made by Ms. Boak to adjourn. Motion was seconded by Mr. King Motion passed unanimously. The meeting was adjourned at 4:45 pm