

Englewood Isles Parkway Association, Inc.

Special Board of Directors Meeting: Minutes June 19, 2017, 10:00 AM President's Alice Anastasi's home. Approved September 25, 2017.

The June 19, 2017 meeting of the Englewood Isles Parkway Association Board of Directors was called to order by President Alice Anastasi at 10:00 AM at the President's home. A quorum of Board members was present.

Roll call was conducted and attendance is listed below.

Directors Present: President Alice Anastasi (Unit 3), Vice President Bill Callahan (Units 4-6), Secretary Rob Holborn (Units 4-6), Joan Schumacher-Martin (Casa Rio II), Chris Edgar and Thomas Komisak (Units 1-2), Chip Jensen (Windsor Villas), Bill Rowell (Alternate Units 4-6).

Board Members Absent: Barb McIntosh, Marion Figg, Treasurer Lewis Stogner, Meredith Herrington, Fred Nelson, Linda Garcia.

Guests: Bill Bickel, Frank Collins (Units 4-6).

New Business:

Potential Management Change: President Alice Anastasi presented to the board members and explained in detail the problems with the newly hired Community Association Management company (CAM). She further explained that there has been a lack of communication, incorrect deposits, and not paying the Association's bills in a timely manner. President Anastasi explained that she, Louis Stogner, and Rob Holborn have agreed to perform the duties of the CAM, and asked for a motion to terminate the current contract between the association and Jim Schab, C.A.M.

Vice President Bill Callahan made a motion that the Board of Directors relieve the CAM (Jim Schab) of his duties, and terminate the contract. Thomas Komisak seconded the motion.

Discussion on the motion: President Anastasi stated that she intended to pay the required fee to the CAM for the sixty-day cancellation clause. There was no objection to the payment from the board members in attendance.

Results of the Vote: Motion carried unanimously of the Board Members present.

President Anastasi stated she would like to meet with Jim Schab and provide him a letter terminating the contract.

Vice President Bill Callahan made a motion that the Board of Directors allow President Anastasi meet with Jim Schab and provide a letter terminating the contract. Secretary Rob Holborn seconded the motion.

There was no further discussion on the motion however a copy of the proposed letter was given to each board member.

Results of the Vote: Motion carried unanimously of the Board Members present.

Office Equipment:

The Board Members present discussed the needs of the President and the Treasurer regarding office equipment. The Board Members present discussed the need to purchase a post office box because the association's address has been associated with the CAM's. In addition, the members present suggested the purchase of a laptop computer whereby official records will be stored, possibly a printer if necessary, a weather proof storage box, and any other necessary office equipment as the President and Treasurer seem appropriate. Purpose of these purchases would be to eliminate the use of personal equipment for association business.

Vice President Bill Callahan made a motion that the Board of Directors allow President Anastasi and Treasurer Louis Stogner purchase a laptop computer, other necessary office equipment, and to establish a post office box as described above. Tom Komisak seconded the motion.

There was no further discussion on the motion.

Results of the Vote: Motion carried unanimously of the Board Members present.

Third Signature on the Association's Bank Accounts: President Anastasi requested the Board of Directors to allow a third Board Member signature on the bank accounts with Stonegate Bank to be used if she or Lewis Stogner are out of town and a check must be written to a vendor. Secretary Rob Holborn volunteered to be the third signature because he was a full-time resident and did not leave the state often or for longer than a week.

President Alice Anastasi made a motion that Rob Holborn be added as the third signature on the Association's Stonegate Bank accounts. Tom Komisak seconded the motion.

There was no further discussion on the motion.

Results of the Vote: Motion carried unanimously of the Board Members present.

President Anastasi stated that she would obtain the necessary form. Rob Holborn stated he would complete the form and go to Stonegate Bank to complete the process.

Transfer Well and Pump Contingency Fund to an account titled Irrigation Fund.

President Anastasi explained her request to transfer the Well and Pump contingency fund to an account titled Irrigation fund. There was discussion regarding the request and President Anastasi answered the board members questions. President Anastasi stated that there was currently \$5,386.00 in the well and pump fund which had accumulated over the past two years, and should be transferred to the new irrigation fund account. President Anastasi stated that there was currently \$1,525.00 in the well and pump fund budget, and that amount should be transferred to the new irrigation fund account. She also stated that the Irrigation fund should be funded in future.

Board Member Chris Edgar made a motion for the Board of Directors to allow President Anastasi to transfer the Well and Pump contingency fund to an account titled Irrigation fund. Vice President Bill Callahan seconded the motion.

There was no further discussion on the motion.

Results of the Vote: Motion carried unanimously of the Board Members present.

Board Member Chris Edgar made a second motion for the Board of Directors to allow future funding of this new account titled Irrigation fund. Vice President Bill Callahan seconded the motion.

Results of the Vote: Motion carried unanimously of the Board Members present.

As result of the two motions the board agreed to fund the new Irrigation fund account to a total of \$6,911.00, \$5,386.00 from the well and pump account and \$1,525.00 from the budget.

Front Entrance Lighting: President Anastasi reminded the Board Members of the poor condition of the front entrance lighting. She further stated that the replacement lights will be donated by a resident and that they will be a type of new LED light. President Anastasi asked the Board Members for a motion to request quotes for an electrician to install the new lighting to be donated. There was some discussion between Board Members regarding the work to be completed.

Secretary Rob Holborn made the motion to allow the President and Treasurer Louis Stogner to seek quotes from various electricians for the work to be completed on the entry lights. Tom Komisak seconded the motion.

There was no further discussion on the motion.

Results of the Vote: Motion carried unanimously of the Board Members present.

Secretary Rob Holborn made the motion to adjourn the meeting. Tom Komisak seconded the motion.

There was no further discussion on the motion.

Results of the Vote: Motion carried unanimously of the Board Members present. The meeting was adjourned at 11:00 AM.

There were seven official motions (not including the meeting adjournment), with resulting votes. Results are listed above in these minutes.

Submitted by Secretary Rob Holborn