

## MEETING MINUTES 4.21.21

### CASABLANCA CONDOMINIUM ASSOCIATION, INC. ZOOM BOARD OF DIRECTORS MEETING APRIL 21, 2021 @ 7PM

#### AGENDA

1. **Call to order, establish quorum, and verify notice** Meeting called to order 7:02pm
2. **Approval of minutes 2/17/2021** Minutes approved (Dave, Larry, Sydney)
3. **Presidents Report** Dave: discussion of parking changes, pool work finished, work order for signs installed by pool? Health violation if signs not installed.
4. **Treasurer Report** Larry: retained earnings \$185k above expenditures. Should end up ahead of last year (\$29,190 less so far this year). Larry is challenging bills- I.e. electric, pool chlorine. Saved \$ in annual fire alarm tests. New annual fire alarm test Monday 4/26 at 8am (once a year by law). INCOME STATEMENT No major variances on income statement. Slight overage in fire alarm but we won't pay for 2 years as we had been charged since 2019 but it wasn't actually performed due to COVID. Trash slightly over due to recent gate repairs (city will pay per Larry). Overage in plumbing but will even out once we receive charge backs from occupants. Will need new reserve study (every 3 years, ours is expired). Will need to look into "seawall" landscaping and cut back foliage. RESERVES lot of projects to begin or complete (per Dave). \$40,000 will come out for pool wall & plumbing for 2040 building (need bill, they haven't sent, will come out of reserves).. Previous meeting we voted for compilation & received quote from Affinity CPA. Tax return finished (\$233). All 2020 fiscal year financials all set.
5. **Managers Report** Jackie: discussion of TOPS report and walkthru report. 12 new violations. Some outstanding violations from 2019/2020, working on cleaning up in portal. Portal currently down & being working on. Will publish meeting calendar once back up. LEASE OCCUPANCY REPORT Jackie, Larry Renee will work on.
  1. MEETING SCHEDULE:
    1. June 16 @ 7pm
    2. Summer Break
    3. September 15 @ 7pm
    4. October 20 @ 7pm
    5. November 17 @ 7pm
    6. December 15 @ 7pm
6. **Old Business**
  - A) **Vehicle Registration & Parking Plan** Only 20 have turned in registration forms. 122 emails in system. Lots of questions on parking plan. Need more time to review. Motion to table discussion to later date. Approved (Larry, Sydney, Tiff)
  - B) **Dumpster Closure Repair** Work completed and city will pay (credit association back)
  - C) **Bill Back, 2025 K and I, 2025 H and F bills sent.**
  - D) **Application** Motion to approve lease application, Approved (Larry, Tiff, Sydney)
  - E) **CD Rollover** Due June 2nd for 3 months. Rates not good right now.
7. **New Business**
  - A) **Vote on whether to accept payment structure on 1960D** Approved (Larry, Dave, Sydney, Tiff)
  - B) **Gutter Cleaning** Nothing to clean per Dave, have gutter covers. Past issues

with company. Will need to watch 2025 pine tree. (Rebecca in text comments: last cleaning was Q2 of 2020)

**8. Acceptance of Resignations Dave & Laura** Approved (Larry, Tiff, Sydney)

**9. Appointment of New Board of Director Positions** Larry nominate Lisa Milner, resident of 2025 since Aug 2020. Approved (Larry, Tiff, Sydney). Motion to hold last space open & open to other nominees approved.

**10. Organization of BOD Positions**

President : Larry (Approved Tiff, Lisa, Sydney)

VP: Vacant

Secretary: Sydney

Treasurer: Lisa (Approved Larry, Tiff, Sydney)

Director: Tiff

**11. Owner Input**

1. John - Car concerns. Part time resident with out of state plates. How to deal with out of state registration laws, not here to receive mail, etc.
2. Helene - volunteered to help with parking if needed
3. Susan - had not received anything about parking plan so unclear and confused
4. Marton - Thank you to BOD
5. Janet - Congrats to BOD new positions
6. Bev - emails and pictures of issues/violations sent to Jackie & on portal, no response
7. Viola - NA
8. Gay - Questions about web portal issues
9. Dorothy - Didn't receive parking registration forms. Volunteered for special projects,
10. Helene - discussion of patios as private vs common, who is responsible for repairs?  
(will clarify for homeowners what is their responsibility - windows, doors, inside, etc.)

**ADJOURNED 8:25pm**