



Board Meeting Minutes

Date and Location: August 5, 2017, Errol by the Sea Condominium Clubhouse
Time: 10:00AM

1. Call to Order

The meeting was called to order at 10:00 by Lars Eriksson, Vice President.

2. Establish Quorum

A quorum of the board was present in person (Lars Eriksson, Vice President; James Lacovara, Treasurer; Jennifer Bennett, Director; Mark Hilborn, Director) or by phone (Kenneth Rhodes, President; Dale Fage, Secretary). Unfortunately, there was difficulty with the web conference system which caused it to be nonfunctional.

3. Proof of Notice

Tyler Brown, association manager, stated that notice of the meeting had been provided to all owners in accordance with board direction.

4. Reading of Minutes of Previous Board Meeting

a. April 8, 2017

A motion was made by James Lacovara, seconded by Jennifer Bennett, and approved unanimously to accept the April 8, 2017 board meeting minutes as written.

5. Treasurer's Report

A treasurer's report consisting of bank balances from June 30, 2017 was presented to those in attendance. A copy of this report will be made part of the record this meeting.

6. Manager's Report

A manager's report was presented to those in attendance. A copy of this report will be made part of the record of this meeting.

7. Unfinished Business

A general overview of the restoration project was given with time frames of progress, change order summary, and budget updates.

a. Restoration Project

i. Change Orders

A motion was made by Kenneth Rhodes, seconded by James Lacovara, and approved unanimously to ratify change orders 16-21. Copies of these change orders will be made part of the record of this meeting.

ii. Budget Update

It was reported that even with the one bedroom side block wall removal and replacement we are confident that the restoration project will be completed under budget.

iii. Schedule

The restoration project is still running on schedule.

iv. Progress

We are currently proceeding through the project working on several one bedroom stack balconies and the one bedroom walkway areas.

v. Front Entrance Update

The front entrance design has been finalized and we are working with R&J to procure pricing and start dates.

vi. Window Frame Painting

It was reported that the affected two bedroom and North oceanfront owners had been notified about bedroom window painting. The cost of this painting will be \$100.00 per window.

8. New Business

a. Decorative Block Removal and Replacement

An extensive discussion was held concerning the removal and replacement of the concrete block, visual break wall taking into account immediate and lifecycle costs of the various replacements, owner preference from that area of the building, possible legal restrictions associated with the replacement, wind load and impact load requirements, and expert recommendations.

Following this informational discussion a motion was made by Kenneth Rhodes, seconded by Mark Hilborn, and approved unanimously to hold a membership meeting on September 2, 2017, at 10:00AM in the association clubhouse for the purposes of holding a membership vote on the block wall replacement.

A motion was made by Kenneth Rhodes, seconded by James Lacovara, and approved unanimously to craft a limited proxy vote to go to the membership that asked the membership to vote between the installation of a concrete block, visual break wall and the recommended railing system in the area where the previous concrete block wall had been removed.

b. Elevator Modernization (West and South)

A motion was made by Kenneth Rhodes, seconded by Mark Hilborn, and after discussion approved unanimously to accept the elevator modernization proposals from Oracle Elevator for the West and Southeast elevators with the addition of sealflex conduit. These proposals include the replacement of the South elevator controller and the West elevator controller and door equipment. In addition to these proposal several electrical and fire safety upgrades will be conducted as well. With comfort that the restoration project is going to come in under budget the board approved payment for this modernization to be covered by this expected surplus from the restoration contract and assessment funds. Copies of these proposals will be made part of the record of the meeting.

c. Elevator Interiors

An update was given concerning the elevator interior replacement. We are awaiting a mock up board from the contractor before final approval of the contract.

d. Landscape Updates

It was reported that we are still working with our landscaper to craft appropriate improvements and replacements for our landscape following the restoration project.

e. Estoppel Fee Resolution

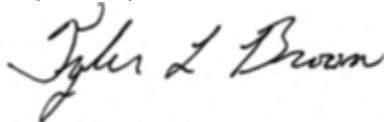
Recent changes to Florida Statute require that the board adopt a resolution to be able to charge for the completion of estoppel certificates. A motion was made by James Lacovara, seconded by Kenneth Rhodes, and approved unanimously to accept Errol by the Sea Board Administrative Resolution 2017-2 concerning estoppel completion and charges. A copy of this resolution will be made part of the record of this meeting.

Robert Dugan, owner of unit 303, asked that the board consider the purchase of a new pool lift as the current one is nonoperational on a regular basis. He also asked that the board consider the installation of a ramp on one side of the currently existing beach stair to aid in beach access for all. The board asked the manager and Mr. Dugan to work on these matters and report back to the board.

9. Adjournment

There being no further business to come before the board the meeting was adjourned at 11:05AM.

Respectfully Submitted:



Tyler Brown CFCAM, CMCA, AMS, PCAM
Manager, Errol by the Sea Condominium Association, Inc.