



Board of Directors Meeting Minutes
Saturday, October 22, 2016

- 1. Call to Order – Board Meeting – 10:00AM**

The meeting was called to order at 10:00AM by Kenneth Rhodes, President.
- 2. Establish Quorum**

A quorum of the board was present in person or by phone conference (Kenneth Rhodes, President, In Person; Lars Eriksson, Vice, President, Phone; Dale Fage, Secretary, Phone; James Lacovara, Treasurer, In Person; Jennifer Bennett, Director, In Person; Robert Dugan, Director, In Person).
- 3. Proof of Notice**

Tyler Brown, association manager, stated that notice had been supplied to all owners. An affidavit of mail will be included with the record of the meeting.
- 4. Reading of Minutes of Previous Board Meeting**
 - a. August 5, 2016**

A motion was made by James Lacovara, seconded by Robert Dugan, and approved unanimously to accept the August 5, 2016, board meeting minutes as written.
- 5. Treasurer's Report**

A treasurer's report consisting of the bank balances as of September 30, 2016, was given to the board and those in attendance. A copy of this report will be made part of the record.
- 6. Manager's Report**

A short manager's report was given. A written report will be made part of the record.

 - a. Committee Updates**

No committee updates were given.
- 7. Unfinished Business**
 - a. Restoration Project**

A short update concerning the restoration project was given.

 - i. Change Orders**

A motion was made by Kenneth Rhodes, seconded by Dale Fage, and approved unanimously to adopt Change Order #3, Expansion Plate Covers.

A motion was made by Kenneth Rhodes, seconded by James Lacovara, and approved unanimously to adopt Proposed Change Order #5, polyurethane coating on the tops of the building columns.

A motion was made by Kenneth Rhodes, seconded by Dale Fage, and approved unanimously to adopt Proposed Change Order #6, installation of an anodized aluminum drip edge to the outside edge of the roof top above the walkways.

ii. Schedule

An updated schedule was presented. Everything is holding consistent to the original schedule other than the Phase 1 deck coatings. The contractor has assured us that we will have two weeks notices prior to any deck coatings being applied.

iii. Progress

The project is moving along. There will be a Progress Meeting on Thursday, October 27, 2016, at 10:00AM in the association clubhouse.

8. New Business

a. Budget Adoption

A motion was made by Dale Fage, seconded by Lars Eriksson, and approved unanimously to adopt the Proposed 2017 budget as presented.

b. No Name Storm, Later Tropical Storm Julia

An update was given concerning the impacts of this storm.

c. Hurricane Matthew

i. Needed Repairs

The controller for the Northeast elevator has stopped functioning. Three bids for this replacement have been obtained.

1. Northeast Elevator

A motion was made by Kenneth Rhodes, seconded by Robert Dugan, and approved unanimously to accept the Daytona Elevator proposal for the controller replacement. It was approved to include the optional battery lowering.

ii. Discussion Topics

1. Patio Furniture Removal

There was discussion held on the removal of individual patio furniture.

2. Drying of Units

An update concerning water intrusion and drying was given. An explanation of casualty loss responsibilities was also given.

3. Windows and Sliders

Discussion was held concerning windows and doors and how they relate to water intrusion and building integrity. Owners with original windows, sliders, and doors are encouraged to consider replacement during this restoration cycle. If you are going to

replace any window or door it would be preferred it be replaced prior to the restoration work getting to your area of the building.

d. Board Election and Membership Meeting

i. Needed Membership Votes

1. Financial Accounting Requirements

The board recommended having the membership vote down to a compiled financial statement.

2. IRS Voting

The board recommended that the membership vote to allow any excess funds to be rolled over to the 2017 fiscal year.

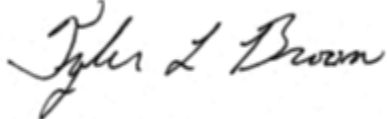
3. Any Additional Items

There were no additional items the board recommended putting before the membership.

9. Adjournment

There being no further business to come before the board the meeting was adjourned at 11:30AM.

Respectfully Submitted:

A handwritten signature in cursive script that reads "Tyler L. Brown".

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