

**FLORENCIA AT THE COLONY CONDOMINIUM ASSOCIATION  
BOARD MEETING MINUTES**

October 21, 2020

**Approved**

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**BOARD MEMBERS IN ATTENDANCE AND VIDEO CONFERENCE**

George Bauernfeind	President
Tahira Hira	Vice President
Bill Prakap	Treasurer
Art Lehrer	Director
Candice Mill	Secretary

**OTHERS PRESENT IN PERSON**

Lyn Haars, Community Association Manager  
Jamie Kennedy, Administrative Assistant

**I. CALL TO ORDER**

Mr. Bauernfeind called the meeting to order at 8:30 a.m. for an Executive Session on the above date in a Go to Meeting virtual setting.

**II. EXECUTIVE SESSION**

The Executive Session was held to discuss the contract, benefits, and responsibilities of the General Manager.

**III.**

**IV. PROOF OF NOTICE OF MEETING**

Ms. Haars announced that the notice for this meeting was posted in accordance with bylaws and statutory requirements.

**V. VERIFICATION OF A QUORUM**

Ms. Haars confirmed that a quorum was present virtually.

The Board closed the Executive Session at 9:00 a.m.

*A motion was made by Mrs. Mill for Ms. Haars 2021 salary, bonus, and to execute a contract addendum between the Florencia Condominium Association and Ms. Haars. The motion was seconded by Mrs. Hira and passed unanimously.*

**VI. APPROVAL OF MINUTES**

*A motion was made by Mrs. Mill to approve the September 16, 2020 Board Meeting Minutes. The motion was seconded by Mr. Lehrer and passed unanimously.*

**VII. APPROVAL OF APPOINTMENT OF NEW BOARD MEMBER**

Board Secretary Candice Mill recently sold her unit and resigned from the Board. Mr. Dennis Weller agreed to serve and complete the remainder of Mrs. Mills term which ends in 2021. Board President George Bauernfeind announced that Arthur Lehrer will be taking over the roll as Secretary and Dennis Weller will take the roll as Director on the Board.

*A motion was made by Mr. Prakap to appoint Dennis Weller unit owner of #1502 to fill the vacancy of Candice Mill for the remainder of her term ending in 2021. The motion was seconded by Mrs. Hira and passed unanimously.*

**VIII. TREASURER REPORT**

**A. Financials**

Mr. Prakap reported on the September 2020 financials. Income for the first (9) months of the year is below plan. Contributing factor is guest suite income. Expenses are higher than

plan due to some unplanned expenses as a result of the Coronavirus pandemic and the FPL outage. One (1) major category driving lower expenses is utility costs.

*A motion was made by Mrs. Hira to approve the September 2020 financial reports. The motion was seconded by Mr. Lehrer and passed unanimously.*

## **B. Reserve Study**

Mr. Prakap reported on the Reserve Study draft for the 2021 update was received from Forge Engineering and distributed to the Board. The minor adjustments of the Reserve Study being evaluated were two (2) major projects incorporated- (1) Recoating of the Roof (2) Replacement of the rooftop Aeon Units. There will be a significant change in dollars allocated to the reserve fund due to the replacement of the RTU Units. It was determined not to replace them in two (2) separate years but to replace at the same time. We are still in the process of collecting bids and possibly hiring a consulting engineer to assist with the project due to the complexity. This project has been incorporated into the Reserve Study.

*A motion was made by Mr. Lehrer to accept the proposed 2021 Reserve Study Update by Forge Engineering. The motion was seconded by Mrs. Hira and passed unanimously.*

## **C. Change in Financial Managing Firm – Reserve Funds**

Oley Kinser (associated with Raymond James) has been our financial advisor. They informed us that they were no longer interested in handling our account. In the interest of managing our investments, it was suggested and discussed to transfer the reserve fund accounts from Oley Kinser to McCaw & Associates Investment Group who is better suited for our specific needs.

*A motion was made by Mr. Prakap to transfer the account funds from Oley Kinser to McCaw & Associates Investment Group. The motion was seconded by Mr. Lehrer and passed unanimously.*

## **IX. MANAGER'S REPORT**

### **A. Updates**

- FPL - A claim has been filed with FPL. The claims representative assigned to Florencia was sent all common area invoices and estimates received at this time. They will be submitted to FPL for review. Residents filing any claim should also file with FPL – not Mastec (the subcontractor).
- The recoating of the roof will be performed by Crowther Roofing using a two-coat process. The first coat is scheduled at the end of October and the second coat at the end of November.

### **B. In Process:**

- Our contract for unit AC checks expires this year and proposals from three (3) companies are being evaluated.
- There are several projects which are in process – repair of the diesel fuel container (line work has been completed and now the tank can be addressed); new service elevator pads (ordering); Aeon units (two additional companies have been contacted); rewiring of the front desk cameras has taken place with additional necessary work to be done; holiday lights are being installed and will be turned on at Thanksgiving; palm trimming and installation of pine straw mulch will take place in November.

### **C. Miscellaneous:**

- Ms. Haars presented to the Board for their review two (2) sheets pertaining to costs through September for costs associated with the COVID-19 and costs in relation to the FPL transformer issue.

**X. PRESIDENTS COMMENTS**

A concern was brought to the Board and a lengthy discussion was held concerning general access into the building. An Advisory Group of two (2) Board members will look at this issue in more depth and report back to the Board.

**XI. UNIT OWNERS QUESTIONS/COMMENTS**

Mr. Bauernfeind, Ms. Haars, and the Board of Directors responded to questions from Association Members.

**XII. NEXT BOARD MEETING DATE – Wednesday, November 18, 2020 at 9:00AM, virtually for Board members and call in for residents.**

**XIV. ADJOURNMENT**

*Mr. Lehrer made a motion to adjourn at 10:18 a.m. The motion was seconded by Mrs. Hira and passed unanimously.*

Respectfully submitted,

Art Lehrer, Secretary