

# **THE LONGWOOD CONDOMINIUM ASSOCIATION, INC.**

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## **BOARD OF DIRECTORS MEETING MINUTES**

May 1, 2017 10:00a.m. in the Clubhouse.

**In attendance:** President – Jim Blom, Vice President – Ed Daoust, Treasurer - Tom Vaughan, Secretary – Marsali Hutchinson, Director – Cam Wood. Director Victor Lovelady was absent.

The meeting was called to order by Board President, Jim Blom, at 10:00 a.m. A roll call was taken and it was determined that a quorum of the Board of Directors was present. Secretary Marsali Hutchinson stated that the meeting was properly noticed in a timely manner and posted on each building's bulletin board. An official meeting of the Association was declared.

Tom Vaughan motioned to waive the reading of the March 1, 2017 Board of Directors meeting minutes and accept as presented. The motion was seconded by Ed Daoust and, with no discussion, unanimously carried.

First item on the Agenda was Window Covering and Solar Film Maintenance. Ed Daoust presented the issue that some units have damaged curtains, blinds and window tinting that are visible from the outside of the building. Discussion ensued about how to improve this situation. Bert suggested that the Board come up with acceptable specifications and terminology on what is acceptable window covering and how to enforce the maintenance thereof. Tom Vaughan made a motion, seconded by Ed Daoust, and unanimously passed that Bert Wantland, Manager, will come up with the specs for the window tinting to be presented at a future Board Meeting.

The second item on the Agenda was the Possibility of Installing Speed Bumps in the parking lot. Jim Blom presented that there are a number of people going out the IN driveway, driving too quickly, and having near misses with people walking their dogs etc. Discussion ensued as to the pros and cons of speed bumps. The different types of speed bumps were also discussed. It was suggested that the Board could start by sending a memo to all owners regarding this issue. Tom Vaughan made a motion that the board notify all owners that if exceeding the speed limit or entering and exiting using improper exit or entrance may cause the Board of Directors to recommend installation of speed bumps at appropriate locations. Cam seconded. It was passed unanimously.

The next item on the agenda discussed was the Club House Access. Ed presented his view on how this could be done. He suggested that; a card system would allow unit owners access, and there would be a record of those entering; a non refundable fee of \$50 for private parties should be charged along with a \$100 deposit to cover any cleanup or damages; there should be a minimum of a 30-day notice for signing up for a private party; certain Holidays should be excluded for private party use.

After a lively discussion regarding the above, Cam made a motion that; club house access be made by having a card access system; a cleaning checklist be created and put in the kitchen; a list of private party signups be placed on the Club House bulletin board; and that the non-refundable fee be set at \$25. The motion was seconded by Tom Vaughan, and unanimously passed.

Next item discussed was the improper installation of flooring in 5-2-E. Manager Bert Wantland presented the details of the situation that started on the 28<sup>th</sup> of November 2016. Bert mentioned details of various communications between the Longwood Attorney and Rosemarie Caracciolo, the unit owner of 5-2-E, regarding the flooring. The issue is that, contrary to the Longwood Rules and Regulations, the owner of 5-2-E; did not submit to the Association office the required approval form for installation of flooring; the underlayment the owner claims to have used does not meet with the minimum impact noise rating of IIC 51; and the installer of the flooring was not licensed and insured. Discussion ensued between the owner of 5-2-E, various Board members, and members of the association. In the end Cam Wood made a motion that this issue be sent to the Non-compliance Committee for further review and a determination. Tom Vaughan seconded, and the motion was unanimously carried.

New business was presented by Sam Engelsberg, a resident from building 4, regarding an issue with the building elevator that went out on a Sunday and was not fixed until Monday morning. Discussion ensued and it was determined that there were extenuating circumstances on the day in question and in future the elevator company would be called right away to make repairs so as not to inconvenience the residents.

Sam Engelsberg also brought up the issue of other residents feeding feral cats and that the cats are a nuisance and should be removed. Discussion ensued. Jim Blom explained that the County no longer allows feral cats to be trapped and put up for adoption. Jim said he would do his best to discourage owners at Longwood from feeding feral cats.

With no further business to discuss, Tom Vaughan made a motion to adjourn the meeting. The motion was seconded by Cam Wood, and unanimously carried. The President adjourned the meeting at 11:36 a.m.

Respectfully submitted,

Marsali Hutchinson, Secretary