

**Saratoga at Lely Resort Condominium Association
Board of Directors Meeting
November 20, 2013 Approved Minutes**

Minutes from a Board of Directors meeting for Saratoga Condominium Association, Inc., held on November 20, 2013 at 6:30 PM in the Saratoga Clubhouse, Naples, Florida. **Quorum: Established**

Directors Present: Bob Kelly, Hal Bardon, Cynthia Knight and John Jensen. **Absent:** Blain Hicks

Also Present: Members of the Association were in attendance; Bonita Vandall, Property Manager.\

Additions to Agenda: By proper motion by John Jensen, seconded by Bob Kelly it was unanimously approved to add to Old Business: D. Landscaping plan South side of lake

Proof of Notice: A notarized proof of notice is now on file.

Secretary's Report/Approval of Previous Minutes:

By proper motion by Bob Kelly, seconded by Hal Bardon the minutes of the previous meeting(s) of October 24, 2013 were unanimously approved as presented.

Reports from Officers/Committees:

President's Report: Those in attendance were reminded that the meeting is a board of directors meeting and there is a time set aside for members to speak which is just before the Manager's Report. There will be a substantial amount of business to be conducted this evening.

Treasurer's Report: Hal Bardon requested his report could be given at the time of the Budget Discussion.

Landscape Committee: John Riscuto and Bob Kelly provided the Landscape Committee report, a copy of which has been made a part of these meeting minutes.

Communications Committee: Diane Jensen reported the committee is currently investigating a Webpage through GoDaddy. There will be an area to place information on behalf of the residents, a place for the association documents, rules and regulations and a pet of the month section. Email blasts will go out as items are added to the website. A community directory will be compiled by requesting residents provide contact information. Bob Kelly extended his appreciation to Diane for her hard work on behalf of the association.

Social Committee: Peggy Kent reported that although the calendar of events have not yet been established, it will be similar to last year with coffee, cocktail parties, the Botanical Gardens, etc. There are 30 signed up so far for the Holiday Party to be held at the Royal Palm.

Pool/Clubhouse Committee: Jerry Knight reported on behalf of the Committee that the spa has been renovated, the pool surface cleaned, with work in progress as usual. Bonita will provide a report later in the meeting concerning the clubhouse window repairs.

Lakes: Bob Kelly reported the lakes are much improved this year. There are no further plans until the Lake Committee finish their project, then consider complimenting their work with plants and/or floating islands.

Association Members: Members expressed concern about the Landscape Committee plans. They request that plantings similar to the height of the removed ficus hedge would be replanted in an effort to shield the homes from garage doors, garbage cans, parking lots, etc. Mr. Kelly advised the plan is not etched in stone and can be changed as needed. The ficus is gone and will not be replaced as it is highly susceptible to white fly infestation. Time should be given for the plants to mature. Then, if not acceptable they will consider changes. It was also reported the Landscape Committee will be meeting with the Landscape Architect in a few days.

Manager's Report: Bonita Vandall provided the Report, a copy of which is made a part of these minutes.

Old Business:

Status of Clubhouse Sliding Door/Window Water Issue: The board reviewed bids from Eecon Construction Services and Safe Zone Windows. By proper motion by Bob Kelly and seconded by Hal Bardon it was unanimously approved to contract with Eecon Construction Services at the quoted price of \$7,973 with both the storefront windows and sliders to be removed and reset correctly including the replacement of drywall, painting, baseboard replacement, carpet tacks and carpet steam cleaning.

Status of Rain Diverters from Kelly Roofing: It was reported that Kelly Roofing was to have been on site on November 7 to complete the installation of rain diverters and this had not occurred. Management will investigate the paid bills and determine if they have been paid in full. It was additionally reported they also have some leverage in other communities where Kelly Roofing is currently bidding.

Roof Cleaning: The board reviewed bids from four pressure washing companies. By proper motion by Bob Kelly, seconded by Hal Bardon it was unanimously approved to contract with Blastmasters Painting and Pressure Cleaning as proposed for 12 building roofs to be pressure washed in 2014 at the total price of \$6,300 or \$525 per roof and to have the gutters cleaned. Blastmasters will be asked to provide an estimate to clean the gutters, fascia and soffits including the street gutters, parking stops, curbs and culverts.

Landscaping Plan South side of Lake: By proper motion by John, seconded by Cynthia it was moved to postpone the implementation of the proposed plantings until the majority of the residents return and can provide input to the board. The motion failed with one yes vote by John and three dissenting votes by Bob, Cynthia and Hal.

New Business:

Approve HVAC Service Contract: By proper motion by Bob Kelly, seconded by Hal Bardon it was unanimously approved to contract with Conditioned Air as proposed for the Bi-Annual Maintenance of the clubhouse air conditioner including the relocation of the condensate drain away from the building wall.

Terminate Current Pool Service Agreement: By proper motion by Bob Kelly, seconded by Hal Bardon it was unanimously approved to terminate the contract with Nassau Pool providing the required 30 days' notice and advise them that the board expects them to abide by the contract for the remaining time on site.

Approve New Pool Service Contract: The board reviewed bids from three contractors for maintenance of the pool and spa. By proper motion by Bob Kelly, seconded by Hal Bardon it was unanimously approved to contract with ER Pools for the maintenance of the pool and spa at the quoted price of \$315 per month.

Approve Handrails by step at South Entrance to Pool Apron: By proper motion by Bob Kelly, seconded by Cynthia Knight it was unanimously approved to install handrails by the steps at the South Entrance to the pool apron. Management will obtain will obtain bids for bid review and consideration.

2014 Budget – General Discussion – New/Revised Categories: Hal Bardon reported on the October financials in that we are on track and under budget. The Landscape Committee may exceed budget expenses and coupled with the expected clubhouse window repair expenditures we should be around \$5,000 under budget for the year. Mr. Bardon reviewed the proposed budget for 2014 and explained the budget changes for the year. By proper motion by Bob Kelly, seconded by Hal Bardon it was unanimously approved to present and distribute the proposed 2014 budget and reserve schedule for the Dec 11, 2013 Budget Approval Meeting.

Set date for next meeting: The next meeting will be the Budget Approval Meeting on December 11, 2013 at 6:30 pm in the clubhouse and the next board of directors meeting will be held December 18, 2013 at 6:30 pm .

Adjournment: There being no further business, by proper motion the meeting was adjourned at 8:30 pm.

Submitted by Bonita Vandall, Property Manager