

Charlotte Square Condominium Association, Inc.
Executive Monthly Board Meeting
Wednesday, March 15, 2017

Call to Order: Doug King, Charlotte Square (*later to be written as: CS*) Board President, called the meeting to order at 10:05 AM. The Pledge of Allegiance was then recited by all attendees.

Quorum: A quorum was established with the presence of John Hill, President of Abbey House; Fain Sletten, President of Raleigh House; Dan Michel, President of Berkley House; Cindy McDaniel, President of Oxford House; Doug King, President of Chelsea House; Anne-Marie Train, Representative for Cambridge House; Jim Summers, President of Regency House; Rick McGrath, President of Hampshire House; Richard Hatch, Representative for Essex House

Proof of Notice: Doug King, Board President stated that the notice of meeting was posted according to the Association By-Laws and Florida Statute 718.

Minutes from the meeting on Wednesday, February 15, 2017: Doug asked for a motion to waive the reading of the minutes from 2/15/2017. A motion was made by Cindy McDaniel and John Hill seconded, and it was unanimously approved.

John Hill read the CS financial statement for February 2017. Doug King asked for a motion to approve the financial statement for February. Anne-Marie Train gave the motion and Dan Michel seconded, and it was unanimously approved.

Unfinished Business:

Saunas: The saunas are now in operating condition. Doug asked for a motion to approve CS to purchase "emergency" call boxes for the saunas, independent from Kings III, which would then eliminate a signed contract with Kings III and a monthly service charge. Once the call boxes are installed the saunas can be used. John Hill made a motion to approve the purchase of the call boxes, Cindy McDaniel seconded, and it was unanimous

Pool #2 violations: Doug took care of the violations that he could, i.e.: ordered and hung the signs and hired Richard Berthiaume of Whistle Kleen to test the chemical levels in the pools on those days that Howard's Pool World does not, which will bring the total number of testing days to seven. Howard's Pool World has to replace some parts in the pool filtration system. The Health Department will perform a re-inspection at the end of April. If CS passes the re-inspection than the chemical levels, for both pools, can go back to being checked three times per week.

CS was approved for non-commercial status and therefore is only required to check the pool chemical levels three times per week.

Power Washing: Doug commented on what a beautiful job Rich Berthiaume of Whistle Kleen did power washing the common area walkways and pavers. All board members and audience members were in agreement.

Speed Bumps: The backordered speed bumps were delivered the beginning of March and they will be installed soon.

Electrical Panels: The County wants at least ten units per house on one permit to replace the individual panels.

New Business:

Tree Trimming: Doug asked for a motion to discuss the proposal to trim the tree by Raleigh House located on CS property. Cindy McDaniel made the motion and Jim Summers seconded. The proposal listed a price of \$300.00 to just trim on the Raleigh House side and a price of \$500.00 to trim the whole tree. Richard Hatch recommended to trim the whole tree and Doug asked for motion to accept, and it was approved unanimously.

Xerox Machine: Doug informed the board members that when the copy machine contract is up at the end of this year he would like CS to purchase a machine for the office instead of renewing the lease with Xerox.

Derby Day (March 19, 2017): Sharon Sikkema of Hampshire House and the coordinator of this event spoke about the availability of tickets (free) either from her or at the CS office. She detailed the day's events and expressed the need for volunteers.

Subjects that were discussed but not on the agenda:

Refrigerator: Doug asked for a motion to approve an amount for the purchase of a new refrigerator for the CS social room. Anne-Marie Train made a motion to approve an amount of \$1,500.00 (fifteen-hundred dollars). Members of the Social Committee will purchase the refrigerator. John Hill seconded, and the amount was unanimously approved.

Sealing the blacktop: Jim Summers will look into the pros and cons of sealing the blacktop that was redone in August of 2016.

New chairs for the pool areas: Doug King suggested getting a different type of chair. Jim Summers will research new chairs.

Doug and the other board members thanked Sylvia & Charlie Judkins and their landscape crew for the beautiful work they did around pool #1.

Cindy McDaniel took a brief moment to discuss the importance of each unit owner of each house purchasing insurance because of the devastation of the fire at Oxford House on February 13, 2017; some of the unit owners did not have insurance.

Anne-Marie Train and Jim Summers are going to review the contract between CS and West Coast Lawns.

Doug asked for a motion to adjourn the meeting. Anne-Marie Train made the motion and Jim Summers seconded.

The meeting adjourned at: 11:14 AM.