

Charlotte Square Condominium Association, Inc.
Regular Monthly Board Meeting
Wednesday, April 19, 2017

Call to Order: Doug King, Charlotte Square (*later to be written as CS*) Board President, called the meeting to order at 10:01 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; Andy Sikkema, Representative for Hampshire House; Hank Eisemann, President of Essex House. David Palmer of Palmer Property Management was also in attendance.

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.

Financial statement: Anne-Marie Train read the financial statement for March 2017. Doug King asked for a motion to approve the financial statement for March. John Hill gave the motion and Cindy McDaniel seconded, and it was unanimously approved.

Minutes from the meetings on Wednesday, March 15, 2017 and Wednesday, April 12, 2017: Doug asked for a motion to waive the reading of, and the subsequent approval, of the minutes from 3/15/2017 and 4/12/2017. Cindy McDaniel made the motion and Dan Michel seconded, and it was unanimously approved.

Unfinished Business:

Lawn Maintenance: Doug asked for a motion to change the lawn service provider from an outside contractor to a CS employee. Dan Michel made the motion and Anne-Marie Train seconded, she said, "for the purpose of discussion". Doug outlined what CS would need to purchase to have in-house lawn service; a lawn mower, blower; both handheld and backpack, weed eater, golf cart or ATV and trailer to pick up yard debris, worker's compensation, healthcare coverage and a salary of \$31,200.00 for the first year and an increase to \$37,000.00 the second year. He estimated the first year cost would be \$46,109.00 and the second year cost would be \$46,440.00, which is a substantial savings of just under \$32K for each year from the current lawn service contract. Doug then opened discussion to the board. Hank Eisemann asked why the option of another outside company was not presented. Doug explained that CS has had an outside contractor for many years and he wants to try in-house. Doug then opened the discussion to the audience and after some questions all were in agreement to try in-house lawn service. Doug asked for a vote from the board and all were in favor of employing someone to perform lawn service for CS.

New Business:

Pool #1 Water Supply from Essex House: This includes the auto-fill for pool #1, the pool showers, the pool bathrooms and the spigots. The water supply for the above named areas has been coming from Essex House. Hank Eisemann, President of Essex House thought this was fixed back in 2003; that the supply source was changed and being metered from and paid for by CS; but it was not. In December of 2016 CS paid Essex House \$1,100.00 for the water usage overage for refilling pool #1 after the

renovation. After lengthy discussion from the board and the audience it was decided that Essex House will submit water bills to the CS board for review for possible reimbursement for 2017.

Essex House Pine Tree: There is a dead pine tree near Essex House. Hank Eisemann thought that the tree was on CS property and requested that CS pay to have it removed. After further investigation it was discovered that the tree is on Essex House property. Hank withdrew his request for CS to pay for the removal of the dead pine tree.

Social Committee: Hazel Upshaw of the Social Committee informed the board that she purchased a new refrigerator for the social room kitchen for less than \$1,200.00; the budgeted amount to spend was not to exceed \$1,500.00.

John Hill spoke about events that have been coordinated by residents outside of the Social Committee. He said this creates a conflict with the regular schedule put out by Hazel Upshaw because she is unaware that these other events have been scheduled. John Hill asked for a motion that all non-house specific events go through a single CS Social Committee. Cindy McDaniel made the motion and Fain Sletten seconded, and it was unanimous.

Raleigh House birds: In the middle of 2016 Raleigh House approved an applicant for purchase that listed two parrots as support animals. According to residents of Raleigh House and residents from the other houses, the birds are becoming a nuisance because they are very loud. David Palmer recommended that any future disturbances should be documented and the complainant must provide their name and address and submit the complaint to the CS office.

Chelsea House dog: Doug spoke about the disobedient dog in Chelsea House. He said he and an attorney are working with the owner of the dog to get this issue resolved.

Storage Cabinet for Tennis Area: Doug King asked for permission to purchase a storage unit to store the equipment used to clean the tennis courts. Currently the equipment hangs on the fence inside of the courts and is exposed to the weather. Permission was granted.

Landscaping around Social Room Building & Office:

Doug asked for a motion to purchase landscaping material to spruce up the area around the Social Room and the CS office. Cindy McDaniel made the motion and Anne-Marie Train seconded, and it was unanimously approved.

Doug asked for a motion to adjourn the meeting. Cindy McDaniel made the motion and Hank Eisemann seconded.

The meeting adjourned at 12:32 PM.