

**PINE TRACE CONDOMINIUM ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**April 26, 2017 Minutes**

A Board of Directors meeting of Pine Trace Condominium Association, Inc. was held on Wednesday, April 26, 2017, 6:00 PM, at 7826 Pine Trace, Sarasota, Florida, to conduct the business of the Association. Directors present were Ms. Maloof, Mr. Howard Goldstein, Mr. Jay Richey, and Mr. George Turner. Absent was Ms. Delagardelle. Representing Allure Property Management, Inc. was Ms. Monique Toler.

Owners present: Craig Talbert, John Phillips, Jenny Mahoney, Candy Coleman, Jerri Turner, and Diane Harrish.

**1. CALL TO ORDER**

Ms. Maloof called the meeting to order at 6:00 PM.

**2. PROOF OF NOTICE AND VERIFICATION OF A QUORUM**

Ms. Maloof verified that the notice was properly posted and with four (4) Directors present a quorum was established.

**3. APPROVE MINUTES OF THE MARCH 23, 2017 BOARD MEETING**

Mr. Richey made a motion, which was seconded by Mr. Goldstein, to approve the March 23, 2017 Board meeting minutes. *The motion carried unanimously.*

**4. COMMITTEE REPORTS**

a) **Finance Committee.** (Jay Richey)

**Financials.** The Treasurer's report is for the March 2017 financials. The following expense items are over budget: Irrigation Repairs, Landscape Upgrades due to new sod at the S. pump area, Accounting due to tax return preparation fee, and Printing/Postage/Office. March 2017 Assets are up by \$47,000 over March 2016 mainly due to increased cash. March 2017 Liabilities are up by \$21,900 over February 2016 mainly due to Deferred Special Assessment. March 2017 Reserves are up by \$14,400 over March 2016.

Mr. Richey presented an Operating and Reserves Expense Forecast 2017, which is attached and incorporated herein. The forecast shows that there is enough in the Operating checking account for irrigation repairs, the installation of a new filtering system, and having the wall cleaned and painted. Ms. Maloof asked for a comparison of what it would cost owners to run their individual homes if owners had to pay themselves versus the cost through the Association.

Mr. Turner made a motion, which was seconded by Mr. Goldstein, to approve the March 2017 Financials. *The motion carried unanimously.*

- b) **Buildings and Grounds Committee.** (Howard Goldstein) The eight units scheduled for repairs were all repaired, approved, and paid. Six of the eight scheduled for painting are painted, approved, and paid. There are two remaining to be painted. In 2018, for the units to be repaired, the Committee will walk with the vendors – AAA Property Care and at least one other company – to determine together what needs to be repaired.

- c) **Architectural Review Committee (ARC)**. (George Turner) There were no new requests. The Committee reviewed the ARC Guidelines and suggested changes to the guidelines. The suggestions were distributed to the Board for review and consideration at the May Board meeting.
- d) **Landscape/Beautification Committee**. (George Turner and Howard Goldstein for Denise Skinner) Mr. Turner, Mr. Goldstein, and Ms. Skinner met with two lawn maintenance vendors who submitted a proposal for lawn maintenance services – Pomerleau Lawn & Landscape and Devine Design Landscape & Lawn Maintenance. They walked the property. One vendor pointed out that because of the tree roots there will be no grass in some areas. Overall both companies would offer the same as the existing company, Truscapes. The Committee recommends staying with Truscapes but walk the property with the owner of Truscapes at least once a quarter. Mr. Goldstein commented that Manatee Cultural and University of Florida does landscape property inspections and offers recommendations. They also offer 2 hour classes. The applicable links will be added to the Newsletter.
- e) **Palm Aire Community Council (PACC)**. (Craig Talbert) There was no report given. Mr. Talbert could not attend the last meeting
- f) **Hospitality Committee**. (Gerri Turner) The next ladies luncheon will be at Stonewood.
- g) **Newsletter**. (Donna Maloof) The Committee Chairs should submit something to be included in the monthly Newsletter.

#### 5. OWNERS' COMMENTS (ON AGENDA ITEMS ONLY)

There were no comments.

#### 6. UNFINISHED BUSINESS

- a) **Review lawn maintenance proposals and consider awarding contract**. This review and recommendation were presented above under the Landscape/Beautification section.
- b) **Discussion on filter system of South pump**. (John Phillips) The new pump has never been able to keep sand completely out of the water. As a result the filter system fills up with sand and clogs and reduces water pressure. Mr. Phillips recommends the Board consider having a new filter system installed. Rain Dance is working on a price for a new filter system. Currently Rain Dance charges every time a special trip is made to clean the filter. Mr. Phillips was asked to first go back to American Well Drilling since they installed the current filter system. Mr. Richey made a motion, which was seconded by Mr. Goldstein, to approve having Mr. Phillips and the Association Manager write a letter to American Well Drilling on behalf of the Board of Directors to have American come back to resolve the filter system issues. ***The motion carried unanimously.***
- c) **Follow up discussion on the handling of termites and damage**. Ms. Maloof made a motion, which was seconded by Mr. Richey, to have the Association Manager ask the attorney to give an opinion on whether termite damage is an insurable event covered under an insurance policy. ***The motion carried unanimously.*** This discussion is tabled pending the attorney's opinion.
- d) **Update on Pine Trace Directory**. (Donna Maloof) The Association Manager is still collecting owner opt in forms for adding email addresses. The Directory will be completed in time for the May Board meeting.

**7. NEW BUSINESS**

- a) Discuss irrigation issues. (John Phillips) Two contractors originally installed the irrigation system – the company that installed irrigation in the front yards went bankrupt and another company installed in the back yards. There has not been much rain so now the irrigation is set to come on two days per week and increased to 20-25 minutes each section. Because the well took so long to install there are now hot spots in the sod. There are also some zones that lack adequate coverage due to the installation of bushes and fences. Mr. Phillips wants the Board to walk with Don Burling from Rain Dance to review where there have been major changes. Mr. Turner and Mr. Goldstein volunteered to walk with Mr. Burling and asked Mr. Phillips to set it up. Mr. Goldstein made a motion, which was seconded by Mr. Richey, to have Mr. Turner and Mr. Goldstein walk with Rain Dance to come up with a plan to address irrigation issues. *The motion carried unanimously.*
- b) Discuss the cleaning and painting of the wall. Mr. Goldstein commented that cleaning only won't work. Mr. Richey recommended painting the wall a darker color so the dirt won't show as easily. Mr. Richey made a motion, which was seconded by Mr. Goldstein, to accept Sureway Paint's price to clean and paint the wall for \$8,800. Sureway should recommend the best time of year to paint and the ARC Committee agrees to recommend a color. *The motion carried unanimously.*

**8. OWNERS' COMMENTS**

- An owner reported some PVC fences in need of cleaning.
- An owner asked if both sides of the wall would be painted. Mr. Richey replied that both sides would be painted.
- An owner asked who picked the building paint colors. Mr. Turner responded that new colors were introduced.

**9. DATE OF NEXT BOARD MEETING**

The date of the next Board meeting will be Thursday, May 25, 2017, at 6:00 PM, with location to be determined.

**10. ADJOURNMENT**

With no further business, the meeting was properly adjourned at 7:20 PM.

*Respectfully Submitted, Monique Toler, LCAM and Acting Secretary*