



cambridge

Property Management of Southwest Florida

MINUTES OF THE BOARD MEETING

Victoria Park II

September 28, 2011



BOARD MEMBERS PRESENT: Chris Barnabee
Donn Landers
Michele Boughton
Ed White
Thomas Presti
Drew Attanassio

BOARD MEMBERS ABSENT: Ray Gonzalez

ALSO PRESENT: Jim Farese, Jeannine Hedberg, Cambridge Management,
Tim Grey and Ron Hoppenstedt from Victoria Park 1 Board.
Jeff Shelling , Attorney for the Board
Owners of Greener Grass and Forrest Landscape

CERTIFY QUORUM: Six Board Members were present to establish a quorum.

CALL TO ORDER: Ed called the meeting to order in Ray’s absence 6:30 PM

PROOF OF NOTICE: The notice of the meeting was posted in accordance with section 720 of the Florida Statutes.

Ed asked that we interrupt our agenda to address the proposals from Greener Grass and Forrest Landscape in reference to the front islands. Tim Grey from VP 1 agreed to pay their 1/3 but wanted to evaluate the proposals since he is in the landscape business.

Mr. Bailey addressed the Board and Jeff Shelling as to why he is being charged the legal fees when he claims to have paid the arrears prior to the lawyer’s letter. Jeff said he will cut his fee to \$600 if the bill is paid within 15 days.

There were 10 unpaid legal bills out of the owners that were turned over to Jeff Shelling. Jeannine Hedberg will call these owners with a last offer of compromise.

Mr. Shelling then explained to the Board the circumstances of his bar suspension. He will have an associate cover his practice for the 45 day suspension.

MINUTES APPROVAL:

A Motion was made to approve the minutes from the August 24 meeting amended to show Ed said he would get the plans to the VP 1 board, not attend their meeting.

MOTION: Donn

SECOND: Drew

Motion carried

TREASURER'S REPORT: Michele reported on the recent collection success from the attorney cases. We collected \$13,000 since last month's report and owe Shelling \$2,475.

We currently have \$58,000 in operating Funds and \$82,184 in Reserve Funds. Michelle stated that we are in a good financial position at this point of the year.

Jeannine asked that we waive the interest balances on the collection cases that were paid and interest got added after the amounts were paid.

A Motion was made to waive the interest balances on the owners that paid in full prior to the interest posting.

MOTION: Michele

SECOND: Donn

Motion carried.

OLD BUSINESS

Collection Issues:

The Board agreed to pay the \$2,475 due to Jeff Shelling.

Legal Contract- Jeff agreed to take \$330 for the 1st notice letter, and \$480 for the second lien letter. The contract will be revised to reflect this and tabled until the next meeting.

MAIL BOX REPAIRS : Jeannine supplied a spread sheet outlining the repairs that were done to date.

SPARE MAILBOXES – with no better options brought forth, we will order 25 mailboxes.

A Motion was made to order 25 extra fixtures.

MOTION: Michele

SECOND: Donn

Motion carried

DOCK MAINTENANCE- In progress, some wood was replaced. Donn felt it needed more wood replacements. Management will check it out.

PARK SOD –

A Motion was made to award the sod bid to Forrest Landscape for \$2,700 and offer \$2,600 first.

MOTION: Donn

SECOND: Ed

Motion carried.

Hidden Harbor Island median – We are coordinating with the shell company and the Lawn Works to pick up the shells.
LANDSCAPE CONTRACT:

The Board reviewed several bids for the landscape maintenance contract.

A Motion was made to contract with Greener Grass for the landscape contract to begin Nov 1 for \$1,160 per month.

MOTION: Donn

SECOND: Chris

Motion carried.

NEW BUSINESS

2012 budget workshop - The Board discussed the budget. Ed and Michelle will convene the budget committee and prepare their recommended revisions for the next meeting.

POOL REPAIRS AND CONTRACT:

The Board reviewed several bids for the needed repairs and pool contract.

A Motion was made to award the contract and repairs to Nassau Pools.

MOTION: Chris

SECOND: Michele

Front Island electric – in preparation for the holiday decorations, we will need to get the electric up to par so the line is not overloaded.

A Motion was made to approve the bid by Dennis Brown for \$477 to correct the deficient electric outlets at the front island to provide sufficient electric for the Christmas lights.

MOTION: Chris

SECOND: Drew

CHRISTMAS DECORATION:

A Motion was made to approve Vlad Christmas Decoration bid.

MOTION: Michele

SECOND: Drew

Motion carried.

There was an ARC request to install a new roof. Management asked that we clarify the ARC policy and committee. This will be added to the next meeting agenda.

The Board approved the roof request by acclamation.

There being no further business, the meeting was adjourned.

MOTION: Donn

SECOND: Drew

Meeting adjourned.

Respectfully submitted,

Jim Farese