

WINDSOR PLACE AT BERKSHIRE LAKES

CONDOMINIUM ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

Minutes

The meeting was held on February 19, 2018 at 9:00 p.m. Berkshire Lake Clubhouse, 495 Belville Blvd., Naples, FL.

Present were:

- Tim Donnery .
- Joe Troescher.
- Bill Roden

Also present:

- Philippe Gabart from Vesta Property Services.

1. Certification of Quorum of Directors.

Quorum was present, and notice was posted within statute requirements.

2. Call Meeting to Order:

Joe Troescher called the meeting to order at 9:01 p.m.

3. Review and accept draft minutes of previous Board meeting:

A motion made by Tim Donnery to accept the January 10, 2018 minutes was seconded by Bill Roden, and approved unanimously.

4. Owner comments on agenda items:

5. President's Report:

- Joe Troescher's introduction and profile.
- Bill Roden's introduction and profile.

6. Treasurer's Report:

Manager reported:

- Financial statement for the period ending December 31, 2017.

Balance Sheet:

- Accounts Receivable - One owner is at the attorneys; three owners have small balances.
- Prepaid Owner Assessments – There are 43 owners who have a prepaid balance.

Income Statement:

- Legal Fees – This item is over the annual budget by about \$6,009.
- Lawn Maintenance-Fertil/Chem – This item is over the annual budget by \$2,169.
- Pest Control – This item is high due to some rat proof/trapping; it is over the annual budget by about \$4,036.
- Storm Damage – This item is expenses from hurricane Irma and is over the annual budget by about \$61,835.
- Building Supplies – This item was not budgeted for and over the annual budget by \$1,571.
- Building Maintenance – This item is over the annual budget by \$1,417.
- Irrigation Well – This item is over the annual budget by \$1,012.

Summary:

- Current loss of about (\$30,963).

7. Manager's Report:

- ARC approval – 500 Windsor Square 201.

A motion made by Tim Donnery to accept the ARC request for 500 Windsor Square was seconded by Joe Troescher, and approved unanimously.

8. Committee Reports:

a. Landscaping:

Joe Troescher reported:

- Touch up with mulch almost completed and ongoing landscaping and irrigation repairs.

b. Web and Communication:

Debra Troescher reported:

- Owners are encouraged to visit the site and utilize the information provided.

c. Sales and leases:

Debra Troescher reported:

- General review of leases and sales process handled by Committee.

Debra Troescher recommended the approval of the following sales applications:

- Sales 589 Windsor Square 101
- Sales 590 Windsor Square 201
- Lease 582 Windsor Square 201

A motion made by Joe Troescher to approve the lease recommended by the Lease and Sales Committee, was seconded by Tim Donnery, and approved unanimously.

9. Old Business:

a. Roof design committee approval.

- Sandy Ramsey of the “Roof Group” provided a short review of the group activities.

b. Board members appointment:

Joe Troescher reminded the audience that the Board is in need of two additional board members for 2018.

10. New Business:

a. Insurance appraisal proposal approval;

- A new appraisal agreement was finalized with Townsend Associates Appraisal to provide a new insurance appraisal for 2018 and update for the next 3 years.

A motion made by Joe Troescher to approve the insurance appraisal from Townsend Associates, was seconded by Tim Donnery, and approved unanimously.

b. Elevation certificates proposal for all buildings:

Several certificates of elevation of missing for a few 12 buildings and it was recommended to hire a Survey Company to redo them. Discussion ensued.

- Project tabled.

c. LOMA process approval:

- Project tabled.

d. Change of Insurance agency:

Due to a lack of performance from Brown and Brown Insurance, it was agreed to transfer all services starting immediately to Gulfshore Insurance. It was noted that the change of agency will not affect the claim filed for Hurricane Irma.

A motion made by Joe Troescher to approve the transfer of insurance account from Brown and Brown to Gulfshore Insurance, was seconded by Tim Donnery, and approved unanimously.

e. Keys Claims Consultants loss assessment claim proposal:

Joe Troescher reported:

It was initially understood that all the damages were less than the deductible for each building, but upon a report provided by the association G.C. BWG and roofing company CFS discovering that the roofs were in fact totaled and requiring full replacement and due to a lack of comprehensive settlement from the insurance carrier on the claim filed for Hurricane Irma including the roofs, the Board of Directors decided to hire Paul Berger from the Hurricane Law Group to challenge the final decision from the insurance carrier.

Under the agreement with Paul Berger, if the end result with insurance carrier is settled the firm will take 10% of the claim funds.

If the case requires litigations to settle, the firm will take up to 33% of the final proceed under the contingency case. Discussion ensued.

Bill McGreal provided an alternative solution for the roofs repair and replacement explaining that Anchor Management unethical business practices and mismanagement of association finances having a direct effect of the roofs reserves could be challenge legally. Discussion ensued

A motion made by Joe Troescher to approve the hiring The Hurricane Law Group and Paul Berger, was seconded by Tim Donnery, and approved unanimously.

11. Adjourn Meeting:

Joe Troescher made a motion to adjourn the meeting at 9:30 p.m.; which was seconded by Bill Roden, and passed unanimously.

Respectfully submitted by

Philippe Gabart
Property Manager, CAM.

THE BOARD OF DIRECTORS

Joe Troesc, President