

**River Oaks Daytona Condominium Association, Inc.**  
**Thursday, April 24, 2017**

The meeting was called to order at 5:02PM in the River Oaks Clubhouse at 711 N Halifax Av., Daytona Beach, FL.

Present were Steve Wonderly, Barbara Herndon, Mary Hodges, Ginger Friant and Cathy Smith. Johnny Lee, Property Manager from Tri-County Realty was also present.

**Minutes:**

Steve Wonderly made a motion that the March 20 minutes be accepted as amended. Ginger Friant seconded the motion and it carried unanimously.

Steve Wonderly made a motion that the March 6 minutes be accepted. Barbara Herndon seconded the motion and it carried unanimously.

**Treasurer's Report:**

Mary presented the Treasurer's Report for March expenditures and the budget for the first quarter.

- Carpet and furniture cleaning was put under Miscellaneous for Clubhouse, Bathrooms and Exercise. \$750 was budgeted and the cost was \$814.50. The next time carpet cleaning is budgeted, it should have its own line item.
- Pool repairs came in at \$550.
- A repair caused us to be over budget for the elevator plus we pay at the first of the quarter for maintenance and budget maintenance monthly. The budget is \$774 and expenses are at \$1,110.69.
- We made the down payment for insurance.
- Steve Wonderly moved that we accept the budget report. Barbara Herndon seconded it and it carried unanimously.

**Unfinished Business:**

- Painting:
  - Contract accepted by River Oaks. We do not have a countersigned contract from Munyan. Johnny will follow-up with Munyan to get the signed agreement.
  - Johnny will check on the start date with Munyan.
  - A letter will go to owners when we have a firm start-date with homeowner instructions.
  - Johnny suggested a sign-up sheet for homeowners' special requests.
- Railing Repair:
  - Munyan is going to remove the rust stains and caulk around the bottom of the railings. The cost is \$65 per hour, not to exceed \$800, plus materials.
- Pool Leak:
  - The pool structural engineering company did not show up as planned. Johnny will follow-up.
- Pool Maintenance Contract:

- Two companies were contacted. Both said that filters were dirty and that the pool has algae.
- Cathy Smith made a motion that we terminate the contract with CF Pools with a 30-day notice due to their ineffectiveness to bring the algae problem with the pool to an acceptable level. Steve Wonderly seconded the motion. The motion carried with three votes by Cathy Smith, Steve Wonderly and Ginger Friant. Barbara Herndon and Mary Hodges did not approve the motion.
- We need to review the vendor contracts in order to select a vendor.
- Noise Complaints:
  - The Association has notified the tenant and owner of a noise issue. Neither party appeared to be cooperative, however, the noise appears to have receded since notification. If there is another complaint, it is Johnny's recommendation that we need to address it as an Association and as a Board.
- Parking Lot Sealing:
  - Parking lot sealing is on hold until after painting is complete.
  - Johnny is coordinating bids, also with Riverside. He will piggy back on vendors and hopes to get the best deal possible.

**Action Items List:**

- Most pressing is Barbara's action to contact Brown & Brown about water surge with flood insurance; she has contacted Audrey with Brown & Brown and has not heard back.
- Barbara did the annual report with the State. John does this for all of his properties on the same day. If we are late, his company pays the fee.

**New Business:**

- More termites spotted in the office, bathrooms, fitness room, hall and Unit 105.
  - Goliath retreated for subterranean termites. If it happens again, it may take extensive treatment.
- Fining Committee:
  - Need to establish a compliance committee in order to impose a fine. The President has the authority to decide whether to establish a committee and also decides if it is a President vote or a Board vote.
  - The committee is not anonymous. They report back to the Board, but the Board makes the decisions. If the Board were the 'committee', it would be separate from Board duties.
  - Complaints are anonymous, but not to the Property Manager.
  - Steve asked for volunteers and said that they could come to him after the offline.
- Request for Storm Shutters:
  - Units 205 (Reg and Mary Hodges) and 309 (Steve and Betsy Wonderly) have requested approval for storm shutters.
  - Barbara Herndon made a motion that we accept the request for storm shutters. Ginger Friant seconded the motion and Cathy gave the third approval.
- Changes to the President's Spending Level:
  - Cathy Smith made the motion to increase the President's spending approval level from \$500 to \$1,000 for each purchase. The President may approve multiple contracts,

purchases and maintenance items in a single month, but that approval would be limited to \$1,000 per single event. The President may not enter into multiple purchases for the same purpose or event. Steve Wonderly seconded the motion.

- Cathy amended her motion to include only the budget limitations and parameters.
- The motion did not carry. The dissenting votes were from Barbara Herndon, Ginger Friant and Mary Hodges.
- Changes to Rules and Regulations:
  - Cathy Smith made a motion to revise the Rules and Regulations – April 10, 2003, Revised May 15, 2006 and February 4, March 4 and May 15, 2008 under Section 16, A to read First Step – letter to be sent to violator from the Board or Management Company with a copy to the unit owner – if the unit is rented.
    - The motion was seconded by Steve Wonderly and it carried unanimously.
  - Cathy Smith made a motion to revise the Rules and Regulations – April 10, 2003, Revised May 15, 2006 and February 4, March 4 and May 15, 2008 under Section 16, B to read Second step – fine will be levied against owner: \$50 for the first offense and \$100 for the second offense of the same violation.
    - Barbara Herndon seconded the motion and with discussion and some guidance from Johnny Lee, the motion was amended.
  - Cathy Smith made the amended motion to revise the Rules and Regulations – April 10, 2001, Revised May 15, 2006 and February 4, March 4 and May 15, 2008 under Section 16, B to read Second step – fine will be levied against owner: up to \$50 for the first offense and up to \$100 for each occurrence of the same violation.
    - Steve Wonderly seconded the motion and it carried unanimously.
- Betsy Wonderly volunteered to head a committee to update the Rules and Regulations.

The next meeting is scheduled for three months from today for a regular meeting (date to be decided), but we will need to hold a meeting for a walk through with the contractor prior to three months. At that time, we can handle other business as needed.

Johnny Lee's schedule:

Mexico, Sept. 19 – 25

Key West, Oct 19 – 27

Long Weekend, July 4 weekend

The meeting was adjourned at 6:45 PM.

Prepared by Cathy Smith