

# Royal Coast Condominium Association, Inc.

2000 South Ocean Boulevard, Lauderdale-By-The-Sea, Florida 33062 / Phone (954) 781-9791 • Fax (954) 781-0095



## Minutes of the Annual Membership Meeting January 11<sup>th</sup>, 2016 @7:00PM in the Social Room

Meeting delayed until 7:10...Quorum was not achieved.

Proof of Notice...Affidavit of mailing on file in management office.

Seating of 4 Directors- No election needed. Four openings and four candidates.  
Directors for a two year term are Anthony Caronia, Judy Cole, Mike Connelly and  
Joe Sorrentino.

### Organizational Meeting:

Robert Bellantoni	President
Michael Connelly	Vice-President
George Herrera	Treasurer
Anthony Caronia	Secretary
Judy Cole	Director
William Noraian	Director
Joseph Sorrentino	Director

Minutes prepared by:

Peter J Watson  
Property Manager

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## Minutes of the BOD Meeting January 11<sup>th</sup>, 2016 Following Organizational Meeting in the Social Room

Meeting called to order by Bob Bellantoni at 7:20PM.

Present: B. Bellantoni, M. Connelly, G. Herrera, A. Caronia, J. Cole, W. Noraian

Absent: J. Sorrentino

### Managers report:

Discussed lock installation issues...bring all complaints to office for a punch list for the contractor.

Online payments are taking longer and resulting in late charges. ACH recommended as a payment option.

### Presidents report:

Thank-you to Board members, management and owners for their work and understanding during the renovation project.

The overall financial health of the association is very good.

### Treasures report:

Simplified spreadsheets presented to explain the financial reports for October and November. November saw significant maintenance expenditures that were unforeseen.

Motion to approve Bill Noraian, 2<sup>nd</sup> Mike Connelly vote 6-0

### Hallway update:

Mike Connelly presented a status report on the project together with the renewed scope of work to include the concrete restoration that was not planned for in this project. An overall financial health of the project was detailed and an on-budget result is projected at this time.

Motion to adjourn @8:15PM by Bob Bellantoni, 2<sup>nd</sup> Anthony Caronia vote 6-0

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## Minutes of the BOD Meeting February 22nd, 2016 in the Social Room

Meeting called to order by B. Bellantoni at 7:00PM.

Present: B. Bellantoni, M. Connelly, G. Herrera, A. Caronia, J. Cole,  
W. Noraian, J. Sorrentino

### Approval of minutes:

Budget Meeting November 16<sup>th</sup>, 2015 motion A. Caronia, 2<sup>nd</sup> J. Sorrentino vote 7-0  
BOD Meeting November 16<sup>th</sup>, 2015 motion A. Caronia, 2<sup>nd</sup> B. Norian vote 7-0  
Organizational Meeting January 11<sup>th</sup>, 2016 motion B. Noraian, 2<sup>nd</sup> G. Herrera vote 7-0  
BOD Meeting January 11<sup>th</sup>, 2016 motion b. Noraian, 2<sup>nd</sup> J. Cole vote 7-0  
Workshop Meeting February 10<sup>th</sup>, 2016 motion A. Caronia, 2<sup>nd</sup> J. Sorrentino vote 7-0

### Manager's Report:

- 1...advised owners that the association needs to check all pipes during any renovation
- 2...explained how the punch list protocol will work for the hallway project
- 3...advised owners on the cost savings to our building insurance (~20%)

### Presidents Report:

- 1...explained the carpet issues that have been observed
- 2...previously stated roof leaks and required maintenance will be handled with our reserve fund.
- 3...building restoration and paint investigation will be sent to our engineer for his recommendations.
- 4...lobby structural issues will be addressed by the engineer before we entertain any cosmetic changes.

Treasurer's Report:

G. Herrera presented the December 2015 financial report. The approximately \$45,000.00 surplus was known ahead of time and allowed the association to hold the maintenance to the same amount for the 2016 calendar year.

Motion to adjourn @7:30PM by B. Bellantoni, 2<sup>nd</sup> G. Herrera vote 7-0

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## Minutes of the BOD Meeting March 28th, 2016 in the Social Room

Meeting called to order by B. Bellantoni at 7:00PM.

Present: B. Bellantoni, M. Connelly, G. Herrera, A. Caronia, J. Cole,  
W. Noraian, J. Sorrentino

### Approval of minutes:

BOD Meeting February 22nd, 2016, motioned J. Sorrentino 2<sup>nd</sup> B. Noraian vote 7-0

### Manager's Report:

- 1...Punch list for hallway project will be posted the week of April 4<sup>th</sup>.
- 2...Advisory to remove all throw rugs from the hallways.

### Presidents Report:

B. Bellantoni discussed the five year plan, our financial position is good and presented information regarding the engineer and the outside concrete work.

### Treasurer's Report:

G. Herrera presented the January 2016 financials

Committee Report:

Kathy Bellantoni presented an overview of this year's Social/ Entertainment activities and thanked all who helped make this season's activities successful.

Approval of Rules change regarding permits:

J. Cole presented background information and the specific changes we are making to bring our rules into compliance with the Building Code/Lauderdale by the Sea Permitting.

Motion to approve J. Cole 2<sup>nd</sup> G. Herrera vote 7-0

Motion to adjourn @7:30PM by G. Herrera, 2<sup>nd</sup> J. Cole vote 7-0

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## Minutes of the BOD Meeting April 18th, 2016 in the Social Room

Meeting called to order by R. Bellantoni at 7:00PM.

Present: R. Bellantoni, G. Herrera, A. Caronia, J. Cole,  
W. Noraian, J. Sorrentino                      Absent: M. Connelly

### Approval of minutes:

BOD Meeting March 28th, 2016,    motioned W. Noraian    2<sup>nd</sup> J. Cole    vote 6-0

### Manager's Report:

- 1...Punch list for hallway project will wait until new carpet is installed.
- 2...Overview of the upcoming sprinkler retrofit.
- 3...Preliminary report for balcony repair was discussed

### Presidents Report:

R. Bellantoni gave an overview of the hallway project.

### Treasurer's Report:

G. Herrera presented the February 2016 financials.

### Committee Report:

None

Adjournment @ 7:30PM    motioned A. Caronia    2<sup>nd</sup> J. Cole    vote 6-0

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## Minutes of the Special Meeting June 6<sup>th</sup> 2016 in the Social Room

Meeting called to order by M. Connelly at 7:00PM.

Present: M. Connelly, A. Caronia (at table)  
W. Noraian, G. Herrera , J. Cole ( on speakerphone)  
Absent: R. Bellantoni, J. Sorrentino,

### Approval of minutes:

BOD Meeting April 18th, 2016, motioned A. Caronia 2<sup>nd</sup> G. Herrera vote 5-0

### Treasure's Report

Report read by M. Connelly approval motioned M. Connelly 2<sup>nd</sup> A. Caronia vote 5-0

### New Business

Peter Watson ( Manager ) explained the reason for the vote to waive retrofit of a sprinkler retrofit and the timeline necessary to complete the task in order to comply with State Statute. The results of the proxy count and ballot received at the meeting are as follows:

143 votes to waive retrofit  
14 votes to retrofit

The vote to waive retrofit carries the day.

Motion to ratify proxy/ballot M. Connelly 2<sup>nd</sup> A. Caronia vote 5-0

Adjournment @ 7:20PM motioned A. Caronia 2<sup>nd</sup> J. Cole vote 5-0

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## Minutes of the BOD Workshop Meeting August 12<sup>th</sup>, 2016 in the Social Room

Meeting called to order by M. Connelly at 10:00AM.

Present: M. Connelly, A. Caronia, J. Sorrentino  
Speakerphone: B. Bellantoni, G. Herrera W. Noraian,, J. Cole

### Exterior Restoration and Painting:

A ballpark estimate was discussed based on two preliminary contractor bid sheets.

An initial assessment start date was stated to be December 2016.

Payment schedule was outlined to be 10 to 11 months.

Additional information will be requested of the engineer regarding the exterior caulking.

Manager was requested to get additional bids and work with the engineer to formalize a comprehensive bid sheet.

An October 1<sup>st</sup>, 2016 assessment meeting date was discussed.

### Visitor & Guest Policy:

A discussion centering on a “Visitor Policy Draft #7” took place. It was decided that this draft would be the base document with two changes.

#1...The date of inception will be changed to “TBD”

#2... The term “guest” will be refined to “family/guest”

The manager will gather information on having BSO on the premises for holiday’s.

A formal proposal for rule book inclusion will be laid out at the August 22<sup>nd</sup>, 2016 Board Meeting.

M. Connelly called for adjournment at 11:00AM B. Bellantoni 1<sup>st</sup>, J. Sorrentino 2<sup>nd</sup>, vote 7-0

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## Minutes of the BOD Meeting September 26<sup>th</sup>, 2016 in the Social Room

Meeting called to order by A. Caronia at 7:00PM.

Present: A. Caronia,  
Speakerphone: R. Bellantoni, M. Connelly J. Cole, W. Noraian  
Absent: G. Herrera, J. Sorrentino

### Approval of minutes:

BOD Meeting August 22<sup>nd</sup>, 2016 motioned A. Caronia, 2<sup>nd</sup> J. Cole vote 5-0

### Guest Policy Changes:

This discussion and decision was tabled until a later date....January 2017 BOD Meeting.

### Hallway carpet:

This project is now complete as of September 24<sup>th</sup>. The contractor will now enter into the final punch list phase.

### Contractor Proposals and Assessment:

The bids for the concrete and painting of the building have been received. Based on the bids the proposed budget number of \$900,000.00 looks to be correct. In the next week or two the contractors will be vetted and terms of contract will be negotiated. The planned assessment meeting was earmarked for October 17<sup>th</sup>, 2016. The plan will be to spread out the cost over eleven and hopefully twelve months. The payment start date will be December 1<sup>st</sup>, 2016 while the project start date will be late April or early May of 2017.

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## Minutes of the BOD Meeting September 26<sup>th</sup>, 2016 in the Social Room

Meeting called to order by A. Caronia at 7:00PM.

Present: A. Caronia,  
Speakerphone: R. Bellantoni, M. Connelly J. Cole, W. Noraian  
Absent: G. Herrera, J. Sorrentino

### Approval of minutes:

BOD Meeting August 22<sup>nd</sup>, 2016 motioned A. Caronia, 2<sup>nd</sup> J. Cole vote 5-0

### Guest Policy Changes:

This discussion and decision was tabled until a later date....January 2017 BOD Meeting.

### Hallway carpet:

This project is now complete as of September 24<sup>th</sup>. The contractor will now enter into the final punch list phase.

### Contractor Proposals and Assessment:

The bids for the concrete and painting of the building have been received. Based on the bids the proposed budget number of \$900,000.00 looks to be correct. In the next week or two the contractors will be vetted and terms of contract will be negotiated. The planned assessment meeting was earmarked for October 17<sup>th</sup>, 2016. The plan will be to spread out the cost over eleven and hopefully twelve months. The payment start date will be December 1<sup>st</sup>, 2016 while the project start date will be late April or early May of 2017.

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## Minutes of the Special Assessment Meeting October 17<sup>th</sup>, 2016 in the Social Room

Meeting called to order by M. Connelly at 7:00PM.

Present: M. Connelly, A. Caronia, W. Noraian, J. Cole, J. Sorrentino  
(on speakerphone) R. Bellantoni, G. Herrera

### Approval of minutes:

BOD Meeting September 26<sup>th</sup>, 2016 motioned A. Caronia 2<sup>nd</sup> J. Cole vote 7-0

### Approval of Exterior Concrete and Painting Assessment

Motioned by R. Bellantoni 2<sup>nd</sup> G. Herrera vote 7-0

### Approval of Contractor-----Metro Caulking and Waterproofing

Motioned by R. Bellantoni 2<sup>nd</sup> M. Connelly vote 7-0

### Terms of Assessment

- 1...Assessment to be \$800,000.00
- 2...First Payment December 1<sup>st</sup>, 2016
- 3...Term is twelve (12) calendar months

Adjournment at 7:40PM motioned M. Connelly 2<sup>nd</sup> A. Caronia vote 7-0

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## Minutes of the Budget Meeting November 14<sup>th</sup> 2016 in the Social Room

Meeting called to order by R. Bellantoni at 7:00PM.

Present: R. Bellantoni, M. Connelly, A. Caronia, W. Noraian, G. Herrera  
J. Cole ( on speakerphone)

Absent: J. Sorrentino,

### Approval of minutes:

Special Assessment October 17<sup>th</sup>,2016 motioned B. Noraian 2<sup>nd</sup> A. Caronia vote 6-0

### Proxy results

The result of the proxy to fund/waive reserves was 150 to waive and 13 to fund.  
Reserves will be waived for the 2017 calendar year.

### Budget Discussion

R. Bellantoni led the discussion on the budget stating that our receivables are in much better shape and that the budget numbers are now more in line with actual expenses.

Peter Watson ( Manager ) explained the reason for the large decrease in our association insurance and several other issues ownership had brought up to the board.

### Budget Vote

Motion to ratify the budget G. Herrera 2<sup>nd</sup> B. Noraian vote 6-0

Adjournment @ 7:20PM motioned A. Caronia 2<sup>nd</sup> M. Connelly vote 6-0

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