

COLONIAL MANOR WEST

Minutes - Board of Directors Meeting

January 14, 2023

Call to order - The meeting was called to order at ~1:10PM by Simon Malak. Four Board members were in attendance either in person or via Zoom: Gerasim Nyagolov, Gustavo Pineiro, Ann Smalarz, & Simon Malak which constituted a quorum. Also present were ~19 other owners.

1. **Approval of minutes** - A motion was made to waive the reading of the minutes of the last board meeting (11/09/22) since they were available in a previous email. The minutes were accepted as written by a unanimous vote.
2. **Election of the chairman of the meeting** - Simon Malak, Treasurer
3. **Calling of the roll and certifying proxies**- Simon Malak, Treasurer
4. **Proof of notice of meeting or waiver of notice** - SUBMITTED 3 TIMES, PRINT A COPY OF THE LAST NOTICE SENT AND ADD TO CURRENT AGENDA
5. **Reading and disposal of any unapproved minutes**- None
6. **Reports of officers** -
 - a. *Treasurer's 4th Quarterly report and Annual report*: Treasurer reviewed the CMW Quarterly & Annual Report as submitted in the annual meeting packet. (See comments in the CMW Quarterly & Annual Report.)
 - b. *Highlights*: Finances – Our final year end report is attached. We were pretty much on budget for most items. But for the unexpected vertical plumbing repairs previously discussed and the big hit we took on our general liability/wind insurance policy that went from approximately \$56,000 to nearly \$83,000 (\$27,000 increase of over 50%) Also, we saved some money on the roof contract. We had budgeted \$8,000 for the roof resurfacing/maintenance contract, but subsequently decided to go only with a \$2,000 maintenance contract that included NO additional resurfacing. This savings of ~\$6,000 was used towards excess costs for the many plumbing and drywall repairs. Bank Balances (as of 01/13/23):
Operating Account: \$22,363.60
Reserve Account \$903.53 (of which \$4,000 was placed in Operating to cover insurance overage).

Insurance - We sustained a large deficit on our general liability/wind insurance policy that went from approximately \$56,000 to nearly \$83,000 (\$27,000 increase of over 50%). Due to the annual increases, Hurricane Ian that hit the state severely and the one that followed 2 weeks later, we had our policy

re-shopped for the best premium for all that we need covered like our 2022 policy. Simon called several insurance brokers and no one was able to compete with our renewal fees for using our present agent. In talking to our present agent, He estimated that we would increase to \$90,000. We paid \$82,531 for 2023 budgeted policy of \$90,000. That means that we will be short on our insurance bill for 2024 renewal which is estimated at \$110,000 depending on this seasons hurricane season. NOTE – I will propose by the 3rd quarter to issue a special assessment to pay for the policy for 2024 once we get a better feel of our expenses for this year and how the hurricane season pans out.

7. Reports of committees – NO COMMITTEES – NONE SUBMITTED

8. Vote on waiver of reserves –

- a. *Treasurers discussion and recommendation:* Treasurer recommends paying reserves in increments starting this year and collecting in advance to be proactive due to increasing insurance rates and high reserve requirement.
- b. *Owner input:* **Owners vote ‘Yes’ to waive reserves** and no longer collect additional fees. Anybody paid in advance will be credited toward their dues. 14 Owners voted ‘Yes’ to waive reserves, and 7 owners voted ‘No’ to waive reserves. A “Yes” vote means to not collect reserves. A “No” vote means TO collect reserves. Votes will not have us be collecting reserves this year. TO ALL please note that next year it will be mandated and no vote will be necessary as it will be imposed by statute.

9. New Business –

- a. *Boards formal notice of rules of engagement and communication in 2023:* All issues will be respectfully submitted in writing to PM by using the CMW email colonialmanorwest@gmail.com and contain a viable and realistic solution that would be to the submitters satisfaction. Please do not oppose the boards handling of the matter in their own time. PLEASE NOTE - If the email is offensive or defamatory, slanderous or libelous, board or individuals on the board may choose to take legal action against the author. Should any owner wish to join the board and actively assist in managing the building and the problems faced weekly by the Board and the PM, please do. Otherwise please be patient and considerate of the manner and effort the board puts into managing the building through the PM.
- b. *Reserve Study:* PM is trying to organize the Reserve Study with Association Reserves, who will handle both parts of the study, to start by January 25th and has submitted all required documentation such as CCRs and Rules and Regulations, insurance polices and all other information that has been requested by AR prior to starting. AR has been paid a 50% deposit to start the study.

- c. *Elevator*: The State of Florida has issued a recent update to the State of Florida Elevator Code. CMW elevator must be in compliance by end of year and could incur additional fees.
- d. *Trash pickup*: Treasurer reached out to the Southeast Regional Manager of Republic. CMW received 3.5 months of credit due to several missed pick ups and plan on Republic to pay for extermination of rodent issues. Going forward, Republic will email photographs as proof of pickup. Should problems persist, Board has lined up 3 replacement waste management companies. Board decided to keep using Republic as waste management vendor and monitor. Should problems persist, Board will refer to vendor proposals and decide on replacement.
- e. *Reminder to break down boxes in recycling area*: PM to send out notice requesting all packages and cardboard be broken down before placing into recycling.
- f. *Insurance*: Insurance increased by ~50% due to this past hurricane season. Treasurer estimates 2024 season to have an additional increase and proposes to have a special assessment in the 3rd quarter just for insurance.
- g. *Rodent Extermination*: Resident noticed rats near the recycling area due to Republic's missed pickups. CMW received bids, and after owner discussion, decided not to hire an extermination company but rather purchase traps at Home Depot and place traps in trash area. Treasurer asked Board to review the pest control proposals. Owners voted on not hiring extermination company and to purchase rat traps to set up in the trash/ recycling areas.
- h. *Cleaning Company*:
 - i. *Owner raised several issues. Ace has responded to issues.* Regular cleaner had a death in the family and has been out so we have had a sub. Board is not planning on replacing current cleaning company.
 - ii. *Owner would additionally like the pool umbrellas replaced and up, a new BBQ cover (current has a hole), and New American flag:* Now that CMW has the budget due to waiving of reserves, all will be ordered.
- i. *Property Manager*: The property manager was retained to deal with residents and vendors and coordinate work schedules for vendors and make themselves available to open doors and have keys to the building. The property manager is not responsible to clean the building or walk the building and inspect anything. Please be mindful that the only responsibility they have is to the board to assist the board in dealing and resolving noted and informed raised issues. The PM reports only to the board and only answers to the board.

- j. *West Gate Entrance Lock*: Lock is working again as of now. Should the lock stop working, service will be called.
- k. *Impact Door/ Window Assessment*: PM sent out chart of responses in regard to impact windows. Board can advise and suggest this is done and can refer a company to provide those that wish to add. Board will try to get a bulk deal with a company to provide the owners that wish to have them installed.
- l. *CMW Renewal Notice will be emailed to us in February and there is a registration fee with Sunbiz.org*: No issue.
- m. *Termite Treatment*: All termite issues completed. As a reminder, the association covers the 3rd floor ceiling and storage rooms throughout the year.
- n. *Sewer lines have been replaced, landscaping, and parking repavement are all complete. Plumbing has been repaired in all stacks/ common areas.*
- o. *Rental/ Vacation Rental Units*: Association requires owners to notify of any units for rent or Airbnb. Please provide the property manager contact information, emergency and regular phone number and contact email. If this is not provided, you will not be authorized to rent out Airbnb.
- p. *CSC Laundry Machines*: Board received notification that CSC will collect \$25 per month due to upgrades and the charge will be reflected in the rent. PM looking into contract.
- q. *Galleria Development*: Tom found out that the project is dead and not being pursued. The Galleria is selling the adjacent christmas tree lot, opening it up for another project to be built.

10. Adjournment – 2:32PM

Minutes – Organizational Board Meeting

Call to order - The meeting was called to order at ~2:37PM by Simon Malak. Four Board members were in attendance either in person or via Zoom: Gerasim Nyagolov, Gustavo Pineiro, Ann Smalarz, & Simon Malak which constituted a quorum. Also present were ~10 other owners.

11. Organizational Board meeting – BOARD WILL CONTINUE FROM LAST YEAR SINCE NO ONE SUBMITTED ELECTION NOMINATIONS OTHER THAN 2 EXISTING BOARD MEMBERS. Without Erika Wagner since she never joined the Annual meeting and seems to not have the time to participate on board or even notify the Board.

12. Select officers of the Association for 2023 –

- a. Gustavo Pineiro (#105), Director, President, (pineiro.gustavo@gmail.com); (954) 815-8647
- b. Gerasim Nyagolov (#101), Director, Vice President, (gerasimdimitrov@yahoo.com); (954) 205-8618
- c. Simon Malak (#202 & 207), Director, Treasurer (simon.says769@gmail.com); (310) 701-2600
- d. Ann Smalarz (#208), Director, Secretary, (smalarz57@aol.com); (954) 829-9974

13. New Business –

14. Adjournment 2:47PM