

**COLONIAL MANOR WEST**  
**Minutes - Board of Directors Meeting**  
**November 20, 2019**

**(NOTE: This board meeting was a rescheduled from Nov. 16<sup>th</sup> when a quorum of board members was not present. Agenda were items were discussed with the owners present, but no votes or decisions were made.)**

Tom Neubecker opened the board meeting at 12:00 noon.

Three of the 5 elected board members were present: Rick Borman, Tom Neubecker & Gustavo Pineiro. In addition, one unit owner was present.

**Minutes Approval** – Reading of the minutes from the previous Board meeting held on May 25, 2019 was waived since they were published on the website. The minutes were approved as written by unanimous vote.

**Treasurer’s Report** – Tom Neubecker went over what we have spent to date this budget year. We are pretty much on target with what we had projected (we have spent 72% of what we have budgeted). The only area we are well over was “Repair & Maintenance” and this was all due to the painting job on the complex which was paid from carryover funds from previous years. One major bill remains to be paid this year (our wind + property policy) which should be in the range of \$35,000. However, we have not yet received this bill. Tom also reported that, as of today we have \$122,707 in our checking account and a liability of \$915 on our credit card.

**Ratification of Expenses** – The board reviewed the following “out of cycle” expenditures which were made since the last board meeting (Note: Only items >\$100 are listed individually. Remaining small supply items are grouped together). All the items were ratified by a unanimous vote.

<b>Date</b>	<b>Amount</b>	<b>Purpose</b>
2-May	\$400.00	Repair Unit 101 drywall
16-May	\$120.00	Broward County Elev. Permit
7-Jun	\$1,487.40	Concrete Design 50%
22-Jun	\$1,000.00	Termite Treatment deposit
3-Jul	\$1,028.46	Motion Elevator - Repair
15-Jul	\$350.00	Community Room Termite Treatment
22-Jul	\$320.99	Planter
25-Jul	\$1,487.50	Concrete Design 50%
12-Aug	\$2,600.00	Truly Nolen Contract - Remainder
4-Oct	\$117.70	Lock Repair
5-Nov	\$347.75	Atech Fire Panel Repair
5-Nov	\$165.00	Motion elevator - Annual Inspection
19-Nov	\$112.35	Goldilocks - lock repair
Various	\$827.33	Miscellaneous (under \$100)
<b>TOTAL</b>	<b>\$10,364.48</b>	

**Review and Approval of 2020 Budget** – Tom reviewed the proposed 2020 budget. While funds were moved around in different categories, there was no change in the total amount in the budget. The proposed budget was unanimously approved. Condo fees will NOT change for 2020 (provided reserves are waived at the annual meeting).

**Reconstruction Revaluation for Insurance Purposes** – Our insurance agent strongly suggested that we have the property's reconstruction value estimate updated. He indicated that the last valuation was made 5 years ago. This could possibly make us underinsured. In addition, without a current valuation, other providers would be unwilling to give us bids on coverage. The Board agreed to the revaluation. The cost will be \$350.

**How to Deal with Sagging Brick Walls** – The outside brick walls (adjacent to units 101, 102, 111 and 112) are sagging and separating from the building because they were not built on a solid foundation. Tom suggested we have a concrete jacking company come out and give us an estimate to have the foundations stabilized via injection. We don't know if this is possible or even cost effective, but the board agreed to at least get bids on the work.

**Removal of Fan Palms** – Our gardener has suggested that we have the volunteer fan palms in the west courtyard removed as they will become very large and at that point difficult to remove. Tom offered to remove them at no cost if the Board agreed. The Board agreed unanimously.

**Credit Card Points** – The association has about \$840 worth of points on its Chase credit card. The Board agreed that we can redeem some of the points for store cards such as for Home Depot or Amazon. Those cards can be used to purchase Association supplies.

**Purchase of new side tables for the pool deck** – The board agreed to purchase new side table for the pool deck. We will try to use the store card (discussed above) to make the purchase.

**Recovering/Replacing chairs for the pool deck** – Similar to the side tables, the chairs are failing. Two already have ripped webbing (and are currently in the community room). The association decided to wait until a few more fail. We will then determine if it is more economical to replace the chairs or recover them.

**Owner Questions and Comments** - There were no additional questions or comments.

At 12:20PM, a motion to adjourn the meeting was made by Gustavo and passed unanimously.

Respectfully submitted,  
Ricky Borman, Secretary