

MINUTES
Treetops / Ocean Breeze
Board of Directors Meeting

Friday, December 2, 2016

9:30 a.m.

- I. **Call to Order/Roll Call** – Peggy Edwards called the meeting to order at 9:33 a.m.

II. **Approval of the Minutes**

- a. October 28, 2016 – **Peggy Edwards made a motion to approve the board meeting minutes of October 28, 2016. Bernard Fee seconded the motion. The motion passed without opposition.**

III. **Attendees**

Board of Directors Present – Peggy Edwards, President; Don Hufham, Vice President; Alan Nance, Treasurer; Bernard Fee, Director

Board of Directors Absent – Shirley Lucas, Director

IMC Representative Present – Jay Hutto, Association Manager; Lyndsey Dorshimer, Minutes; Ron Fenstermaker, CEO

- a. **Ron Fenstermaker** – Discussed funds being spent on Hurricane Matthew and possible Reserve Replenishment Assessment. Board decided to wait until all hurricane related bills are in and insurance coverage better determined before considering assessment.

- IV. **Presidents Report** – Peggy reported that there is still a lot of work to do on the property. She thanked Jay, IMC, and the association vendors for their efforts thus far.

V. **Management Report**

- a. **Insurance** – Brief discussion on regime insurance coverages. Still waiting on claim adjusters to make determination on claims.

- b. **Executive Session (Collections)** – Entered Executive Session at 9:35 a.m. Ended executive session at 10:06 a.m. Collection status, assessments and owner concerns were discussed.

- c. **Cash Position** – Jay provided update as of October 31, 2016.

• Operating Account- AAB	\$113,065.07
• Replacement Reserve - AAB	\$41,035.65
• Insurance Reserve - AAB	\$109,226.04
• Insurance Reserve - Ameris	\$281,591.61
• Insurance Reserve - ICS	\$290,631.78
Total Bank	\$835,550.15

- d. **Site Managers Report** – See attachment for Jay Hutto’s site manager’s report.

VI. Committee Report (Covered Under Site Managers Report)

VII. Old Business

- a. **Cable Follow Up** – Jay stated that it would be a good idea for everyone on the board to review this contract again (twice). There are a few issues, such as name listed and missing units. Once revised, Jay will resend this contract for Board review.
- b. **Hurricane Matthew Follow Up** – Discussed under site report. Jay reported that a majority of the exterior major projects should be completed by the end of December. Don Hufham reported that there were still some issues around the exterior of his villa.
- c. **Stain on Side of Building** – Peggy reported that there is still a bad stain on the side of the 7200 building. Power washing has been done but the stain is still there. Peggy would like to move forward to resolve this issue.

VIII. New Business

- a. **Alarm, Fire & Security Quotes** – Three quotes were given by Alarm, Fire & Security.
- The first quote for \$1854.96, includes the addition of check valve to the fire sprinkler located under building 7300 to isolate water for the fire sprinkler system and to repair leaking standpipe located inside unit 7301.
 - **Peggy made a motion to pay \$1854.96 from General Maintenance. Bernard Fee seconded the motion. The motion passed without opposition.**

- The second quote for \$3,985.51 includes the addition of underground wiring for the fire alarm system between the 7800, 7900 and 8000 buildings located at the 7300-8000.
- **Don Hufham made a motion to approve payment for underground wiring in the 7300-8000 buildings and \$3,985.51 taken from General Maintenance. Alan Nance seconded the motion. The motion passed without opposition.**
- The third quote of \$755.18 is for the replacement of water flow devices located on the risers in units 7301 and 7303.
- **Peggy made a motion to pay \$755.18 from General Maintenance. Bernard Fee seconded the motion. The motion passed without opposition.**

b. Next Meeting – The next meeting is scheduled for January 27, 2017 at 9:30 a.m. in C-2.

IX. Adjournment – **Peggy Edwards made a motion to adjourn the meeting. Alan Nance seconded the motion. The meeting was adjourned at 10:49 a.m.**