

Ballantrae Condominium Association

Board of Directors Meeting

DATE: April 20, 2022 **TIME:** 6:30 pm.

LOCATION: Gulf Gate Library, Meeting Room A

Board Members Present: David Dicke, Pat Boustedt, Drew Lowther, Delila Pierce, Michel Glower. Quorum established.

Attendees: Mike Miller, Manager; 16 Residents

Call to Order: The meeting was called to order by David Dicke at 6:30 p.m.

Approval of Minutes: Motion made by Drew Lowther to accept the March 2022 minutes as approved. Seconded Delila Pierce. Passed 5-0.

Reports of Officers and Committees

President

David Dicke announced a special meeting will be held in Gulf Gate Library meeting room A on May 27 at 10:30 am as some members of the community have requested a time to discuss questions about the settlement.

Committee appointments

Lin Dunn, who served as Grounds Chair previously, will take over the vacancy from Jim Woods, who has moved to an independent living center in Osprey. Jacquie Eubanks has stepped forward and offered to help Lin with the grounds program.

Michel Glower announced a Finance Committee would be established to support the Board's efforts to gain more understanding of the fiscal process, including an in-person inspection of the reserve study and budget preparation. Maurice Menager, who is eminently qualified to provide support and extra hands, fills a new financial advisory role. Maurice has a Master's in Economics and many years financial experience running business finances.

Vice President

Drew Lowther thanked the Architectural Review Development committee for their ongoing work. They have made recommendations to adopt a set of procedures to follow for ARC Resident Procedures, ARC Resident Change form request, ARC Ballantrae Procedures and ARC Board Approval Letter along with ARC Frequently asked Questions.

Treasurer

Michel Glower reminded everyone that monthly financials are posted on the web. Highlights for first quarter--increased spending in April and May as villas on Royal Birkdale are painted and landscaping will have some updating. Walkway improvements and building issues now being planned, under budget year to date. We are on track for a good 2022. We are going to continue to spend carefully but we are going to make decisions with a view of long-term lowest cost and best performance.

Buildings

Gordy Shonka and Lane are tackling building issues including some sidewalks and trellis board in middle units. Some of the repairs to sidewalks and a sill repair have been completed. Repairs will first be made to areas that are considered a hazard.

The way to bring a repair issue before the board is via a Work Order. Residents can find the forms at the mail box area near the shell path on Gleneagle. Blank forms from the initial box should be filled out and returned to the second box. These will be directed to appropriate chairperson by Lane.

The report from Karins Engineering for the Carnoustie Drive unit was presented by David Dicke. It provided a plan for repair of the garage floor and part of the left garage wall for an estimated cost of \$10,000. Next tasks will be contacting contractors to bid on the repairs. Gordy will be following the project.

Grounds

Jacquie Eubanks presented the Grounds report in the absence of Lin Dunn. New planting in the front entry with new topsoil, flowers including zinnias and lariope with a goal of lessening erosion.

Updating some plantings on Royal Birkdale following painting project. Julie McDevitt to be involved also. Lin Dunn is seeking qualified licensed tree trimmers & estimates for palm tree trimming.

Rules and Regulations

Ken Rowland sent a written report. Three vehicles parked in driveways for several days involving garages under repair or visitors. All were deemed acceptable within community time frames. David Grigg will be covering for Ken until May 13. There is a notice on mailbox bulletin boards how to contact David. If somebody would like to volunteer to cover R&R hotline, let us know.

Residents are also reminded to bring trash and recycling containers back to their garages after they are emptied.

Unfinished Business

Amazon Key--David just received an electronic document from the company to be signed to finalize the Amazon Key deal. Work should be completed in about a week. Core samples taken by Beautiful Ponds. However, they needed to take a second core sample and still awaiting word for second core sample results.

New Business

Emergency approval was affirmed for Unit 3B to replace their garage service door by an approved contractor. Motion to approve made by Drew Lowther, Delila Pierce seconded. Passed 5-0.

A sidewalk repair was done for Unit 9A because it was a tripping hazard in the pebble walkway. That repair has been completed. Others walks are scheduled for a river gravel repair to blend with the remainder of the walkway, as well as a concrete driveway impacted by tree roots and the Carnoustie sewer drain lid needs to be replaced. Drew made a motion to accept the proposals; Delila Pierce seconded. Passed 5-0.

A request was received from Unit 17A for authorization to install new impact windows. Appropriate paperwork was delivered to the board. Drew moved to approve the request and Delila seconded. Passed 5-0.

The Ballantrae Board of Directors extended condolences to Mike Miller and family in mourning the passing of his sister, Debbie Miller on 4/16. A truly amazing person. Miller Management has provided many services for the Ballantrae Community for 18 years plus.

For donations from interested individuals, please sent to:

*Beautiful Savior Lutheran Church
7461 Prospect Road
Bradenton, FL 34243
"in memory of Deb Miller"*

Drew also mentioned the Interview committee and that they had interviewed 2 new Ballantrae residents.

Next month's regular meeting will be held at Miller Management, Monday May 18 at 6:30 p.m.

The special meeting will be at Gulf Gate Library, Meeting Room A on May 27 at 10:30 a.m.

Adjournment: Delila Pierce moved to adjourn the meeting, seconded by Drew. No discussion. Motion passed 5-0.

The meeting was adjourned at 7:38 p.m.

Respectfully submitted,

Patricia Boustedt, Secretary

Date: April 20, 2022

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Vice President Report:

The Architectural Review Committee has made its recommendations. The committee:

- recommended we adopt a set of procedures for homeowners to follow in making an application
- provided the form to be filled in by homeowners
- recommended procedures for the committee to follow when reviewing the application
- provided a proposed approval letter

In addition, the committee recommended we revise our Rules, and they provided wording for three new rules: one regarding flags, one regarding pavers, and one regarding chimneys.

As recommended by the committee, the board is preparing documents and proposed rule revisions to constitute a full set of documents and procedures for the Architectural Review Procedures which will be adopted in our June board meeting, to go into effect on July 1.

Before the Architectural Review goes into effect, we will grandfather existing exterior unit alterations.

Over the next few weeks, members of the board and volunteers will be inspecting the exteriors of our buildings to note all of the exterior alterations of our units. Once the list of alterations is compiled, we will mail the alterations to the unit owners to look over and concur. You can add exterior alterations if any were missed. Owners will sign the list of alterations and return it to the board.

The board will prepare letters to each unit, grandfathering the alterations in place. Grandfathering will be granted to all units effective July 1. A copy of the alterations letter will be placed in each unit file in Miller Management.

Respectfully submitted,

Drew Lowther

Treasurer's Report

April 20, 2022 Board Meeting

Monthly financials are on the web:

January, February, and March 2022.

Highlights of year-to-date 2022:

- Over budget YTD on legal and accounting due to settlement of the enforcement action: \$279 spent in March
- Under budget on Landscaping BUT
 - Will see increased spending April-May as Royal Birkdale plants are refreshed in conjunction with building repainting
- Under budget on Buildings/Improvements BUT
 - Expenses coming up April-August for walkway and driveway repairs/replacements
- YTD expenses are a total of \$5,342 under budget

Takeaway:

- Still on track for a good 2022

We will continue spending carefully, but we do not intend to have a short-term outlook focused on this year's budget alone. Expenditures are determined as the option with lowest cost and best result over the long term.

Respectfully submitted,

Michel Glower

Treasurer



FROM LIN DUNN, GROUNDS COMMITTEE CHAIR

This is our first week as your new grounds committee advocates.

You may have noticed that our first action was to change out the front entry with new spring/summer annuals. We selected Zinnias because they love full sun and should last us until fall with proper watering.

To achieve this we brought in 15 25lb bags of E-Pro topsoil and 84 Zinnia plants. We also added 4 large Emerald Goddess Liriope to the right side of the sign where it has been barren for several years. To add additional color we added 5 caladiums on each side between the Liriope and the Zinnias.

We also had Lane remove the existing geraniums to other areas of the Ballantrae grounds. We would like to especially thank Lane for helping us achieve this with little notice.

The next structural project is the power washing and painting of the villas on Royal Birkdale. Lane is in the process of removing the plantings that were to be removed from the work that Julie McDevitt completed this winter. Jacquie and I will be following up with each home owner on Royal Birkdale to maximize the new plants to be purchased within the budget's restraints.

This year's budget allows for 7K in tree and palm trimming. This has been done in the fall in the past, but the previous board moved that to 2022 instead of 2021. I am in the process of getting quotes from three tree trimmers. I am in hopes that since season is over that we can find a licensed tree trimmer that fits within our budget.

The last and most exciting item is Brightview. Spring is here and they will start their contracted weekly service this week. Hope everyone has noticed an improvement in our grounds already, especially the hedge trimming...no more hack job. Brightview also has an incredible APP that allows me to take a photo and send it to them for any areas of concern. I will be working with our association president in the next few days to have this up and running...so stay tuned.

Jacquie and I are excited to be a part of bringing Ballantrae's grounds back to the beauty they once were.

Many thanks,

Lin and Jacquie