

Ballantrae Condominium Association Board of Directors Meeting

DATE: September 21, 2022 **TIME:** 4:00 pm.

LOCATION: Gulf Gate Library, Meeting Room A

Board Members Present: David Dicke, Drew Lowther, Michel Glower, Maria Gwillim, and Ken Rowland. Quorum established.

Attendees: Mike Miller, Manager; 14 Residents.

Call to Order: The meeting was called to order by David Dicke at 4:00 p.m. Roll Call: Five board members present (David, Drew, Michel, Maria and Ken). Thanks to Adam and Bernice for posting the meeting call notice and agenda throughout the community bulletin boards in a timely fashion.

Approval of Minutes: The revised June 15th meeting minutes were posted on the website in late August. David asked for a motion to approve (Michel) seconded (Drew). No discussion, passed 5-0.

David asked to approve the August 17th minutes. John Frazzini commented that while the minutes cannot necessarily capture all discussion in the meeting, however he would like to discuss and thank the board for bringing to light the reasons for the switch of attorneys representing the association. To be clear, John made it known it is not just he, but a group of two dozen or more concerned citizens who have brought questions to the board regarding their actions. He said it is not a personal matter but rather Florida law and the governing documents that are paramount, in his opinion. He also stated he would like to see more transparency from the board without the need for sending certified letters and requests to see community information, such as the settlement agreement entered into by the board and 11-D owner

Michel moved to approve the August 17th minutes, Maria seconded. Passed 5-0.

Appointment to the Board

David reported that Michel would soon be leaving Ballantrae and that would leave an opening for a board member. Fortunately Jim Boyd has agreed to step up to replace Michel. David made a motion to approve the appointment, however a resident made comment that it would be inappropriate to appoint someone until the current board member has officially resigned the position. It was agreed that we would delay the appointment until Michel makes her report and officially resigns.

Reports of Officers and Committees

President

David Dicke reported there had been a question about the meeting agenda, specifically the colon following report items (e.g. President: etc.). The question being asked is to provide more information on the subject matter of the reports in the agenda. David said he would like to enhance the agendas, but space available and timeliness were considerations. Discussion ensued, with Mike Miller sharing that typically agendas do not specify information in the reports. Items to be approved at meetings should be documented in the agenda, but not necessarily discussion topics and reports. Attendees at meetings are free to comment on and question subject matter in the reports.

David said the board would try to provide some additional information in the forthcoming agendas.

Budget time is coming up and with Michel leaving soon, thanks to Jim for stepping in and working on that task. The operating expenses and reserve budget will need to be developed in the next month or so, and the budget will be coming out to the residents and voted on in the annual meeting in December.

Mailings will be coming soon on the annual meeting and also nomination process for open positions on the board. Positions currently held by Ken and Maria are scheduled to be open for election and we encourage anyone who is interested to consider the nomination process.

Thanks to all volunteers throughout the year who have participated in events and helping the community run smoothly. An estimated 30 or more residents have helped out and it is greatly appreciated. Still, we have open positions for committees such as Buildings and Rules and Regulations and are looking for interested volunteers.

Vice President

Drew Lowther reported that resident interviews will be conducted at Miller Management in the future to help facilitate the signing and filing of documents.

Also, Michele Dicke has been working on updating the orientation package for new residents and we hope to complete that soon.

Working with Jim to find ways to take advantage of the better interest rates now available, rather than the lower rate CD's and bank accounts. We have a great deal of money which could be earning more for the community with a different investment plan.

Secretary

August 17th Minutes and August 31st Financial statement have been posted to the website. Thanks to Michel for her help with the website management process.

Treasurer

Michel Glower reported the financials have been posted. Somewhat over budget on Legal and Accounting expenses, but we are catching up. Legal for August was just \$273 dollars. We are on budget for routine tree trimming and shrub replacement. A question arose on the mulching schedule and budget. It will be discussed by Buildings and Grounds.

Michel made a statement on how thankful she is to have served on the Board and having a chance to meet so many great people during her time at Ballantrae. She urges others to volunteer in some capacity as it was for her an interesting and rewarding experience.

Michel took this opportunity to submit her resignation from the board, effective immediately, and these minutes provide documentation.

David Dicke made a motion to approve James Boyd as a Board member of Ballantrae Condominium Association, replacing Michel Glower. Drew Lowther seconded. Sherie Netto asked if Jim could provide some background and qualifications, as she did of other appointees. Jim shared that he has about 50 years experience as a condominium appraiser. He has provided Fannie Mae approval and testimony on condo projects and valuation. He also spoke on the value of the condo director certification course he recently took, provided by Kevin Wells.

The motion was approved at that time, 5-0 and Jim was welcomed to the Board. David also made the following motions:

Approve James Boyd as Treasurer of Ballantrae Condominium Association, Drew seconded. Motion passed 5-0.

Remove signatory authority from Michel Glower and add signatory authority to James Boyd, for Truist accounts ending in 7246 and 7253, and Truist Security account ending in 5462. Ken seconded. Motion passed 5-0.

Buildings

Gordy Shonka reported the project to repair a sinking garage floor on 7451 Carnoustie Drive is well underway, with pilings in place and the floor has been raised by jacking it up and pumping filler material underneath. What remains is drywall and carpentry work inside the garage as well as the gate to the front entry which have been damaged by the sinking floor. Roofing and other driveway issues are scheduled to be addressed under new business.

Grounds

Vice President Drew Lowther read a report below submitted by Lin Dunn.

Dear Ballantrae Residents:

- 1- Brightview's trim crew will be on the property this week. They are several weeks behind due to the continuing rain.
- 2- Brightview has also sprayed our beds several times for weeds, but downpours have diminished the effectiveness. They believe they will get the issue under control in the coming weeks.
- 3- We have begun getting quotes for mulch so it can be completed during the month of October now that the rainy season is coming to a close.
- 4- After trimming is complete this week (weather dependent) we hope to finish plantings on Royal Birkdale.
- 5- We are using more Florida native plantings throughout the community. They are more drought tolerant and disease resistant. We hope that makes a big difference.
- 6- I walk the community several times a week, but sometimes miss things. If you have a concern, please call or email me. I take pride in responding quickly and keeping concerned parties in the loop. If I don't have an answer, I will research and contact someone who can help.

A question arose about using work orders for job requests, and how emailing the grounds committee falls into that process. Are we still using work orders?

After discussion the board agrees that job requests still should go through the work order process. Lin may handle general questions about landscaping progress and trimming, but should advise any resident to fill out a work order when appropriate.

A resident made a complaint about hedge trimming at his residence. It was agreed that Brightview is behind schedule due to rains, the good news is the hedge has finally been cut. David noted that the schedule is different this year due to the previous landscapers terminating and fitting the new company under the approved budget. It was also noted that requests to perform shrub replacement may be made with board approval, but payment may be the resident's responsibility. An alternative solution is to wait for scheduled refreshing of the plantings which may be a couple of years. Mike Miller suggested submitting a work order and evaluating the cost.

Rules and Regulations

A unit owner was contacted after a report of trash and recycling barrels left in front of the unit garage for several days. It turns out the resident is mobility impaired and relies on a family member to help her move the barrels. The resident was contacted and the issue seems to be resolved.

A resident was contacted after it was noticed that small, portable solar panels have been left on the lawn and obstructed mowing. The resident agrees to make sure they are moved in time for scheduled mowing, and also to vary the placement so as to not hurt the lawn growth.

Unfinished Business

As Gordy reported, pilings have been placed under the garage foundation and the floor raised on 7451 Carnoustie. Work still remains inside the garage to complete the repairs. We have contacted Josh, our contractor for such work and he will report on what work needs to be done inside the garage.

Last month we put our bid approval on hold in order to research other communities served by Solitude Lake Management. We viewed three other projects they work on, which are large projects including a country club which look great from an aerial view. Also, we found that the contract had expired for Village Walk and Solitude was underbid for renewal, so it wasn't a question of their performance. They are cost competitive with our current contractor. Solitude also would include treatment of the Elligraw as needed, whereas the current contractor charges \$250. David moved that we discontinue our current contract and contract with Solitude for our water features. Ken seconded. During discussion, Jim Boyd shared information on some negative reviews for Solitude, and suggested we look into Cross Creek Environmental out of Palmetto. Another issue is that Ballantrae would be responsible for 50% of the remaining value if we terminated the contract early. George Harland asked why we can't get the county to fulfill their obligation to maintain the elligraw. He agreed to contact an individual with the County of Sarasota and see if we can get them to do the work necessary, as he has some experience with them. A resident asked about the fee escalation schedule, which is 4% per year per contract, subject to annual renewal. It was agreed that we talk with Cross Creek and talk to the county before we make a decision. The motion was tabled until a later date pending more research.

New Business

After Florida Southern's bid for our roofing project of three buildings for 2023 came in much higher than expected, we received two other competitive bids for the same work from Singleton Roofing and CFS Roofing. We engaged a contractor with experience with similar work for Ballantrae who drew up a work scope. The scope contained bids for two types of shingles that fit our needs. Singleton came in more than 25% lower than Florida Southern and also much lower than CFS. Drew suggested we touch base with Florida Southern and give them a chance to rebid considering our history with them doing the prior roofs. Gordy Shonka gave some positive feedback about personal experience with Singleton, as well as the two shingle types. Availability is the key, we would like to use the same shingles for appearance sake and should move quickly. It was agreed that Gordy will talk with George McGonagill who will contact Florida Southern expeditiously for a chance to rebid the project. A special meeting will be scheduled for bid approval to move the process along.

A proposal was made to replace two driveways by Cash Jacobs, \$8300 to replace the two which are in the worst condition. A motion was made by Drew and seconded by Jim to replace the driveways which are located at the end of Muirfield and Gleneagles near the shell path. Motion passed 5-0.

Drew brought forth some information on different investment opportunities for some of the money we now have invested in low return CD's and Treasury bonds. There may be an opportunity to earn an additional 10K per year due to the current high rates. He suggested we may want to move money to a Schwab account or other money making opportunity. He asked for input and suggestions from Mike Miller and others. Drew and Jim will do further research.

David brought copies of a proposed clean slate letter which has been used by other communities to provide a go forward point for changes to unit exteriors which require board approval. Mike Miller will email the letter to each unit owner. It was agreed that unit owners will receive the checklist of what changes have been made to their units and are being grandfathered for their review.

Adjournment: Jim moved and Maria seconded. Motion passed 5-0.

The meeting was adjourned at 5:35 p.m.

Reminder: The next Board meeting will be held on **October 19th at 4:00 PM**, at Gulf Gate Library, Conference Room A

Respectfully submitted,

Ken Rowland, Secretary

Date: September 25, 2022