

**Ballantrae Condominium Association, Inc.  
Board of Directors Meeting**

**January 18, 2023 Time: 6:00 P.M.  
Location: Gulf Gate Library 7112 Curtiss Ave Room A**

**AGENDA**

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- 1. Call to Order, Roll and Proof of due Notice of Meeting.**
- 2. Approve Board Meeting Minutes of 12/20/22**
- 3. Accept resignation of BOD Secretary David Dicke**
- 4. Approve appointment of new Board Member and assign officer position of Secretary**
- 5. Atlas Insurance Representative Presentation**
- 6. Board Reports**
  - a) President
  - b) Vice President: Grounds Update
  - c) Secretary
  - d) Treasurer
- 7. Committee Reports**
  - a) Buildings: Jack Seaman
  - b) Editor Newsletter: Sue Frazzini
  - c) Social & Caring: Sonia Harland
- 8. Old Business**
  - a) Propane Tank-removal: Update
  - b) Clean up of Debris from Ian: Update
  - c) Singleton Roofing Contract: Discuss cancellation of contract
- 9. New Business**
  - a) West Coast Lake & Management LLC: Motion to Cancel Contract
  - b) Rockhopper Aquatics: Re-engage Lake and Elligraw maintenance Update
  - c) Approve Jacobs Co-Repairs at 3615 Muirfield: Motion to Approve

**Next Board Meeting Wednesday February 15, 2023 Gulf Gate Library Room A 6-7:30PM**

**Adjournment**

# **BALLANTRAE CONDOMINIUM ASSOCIATION, INC.**

## **BOARD Meeting Minutes**

**DATE:** January 18, 2023 **TIME:** 6:00 P.M. **LOCATION:** Gulf Gate Library, Room A

**Board Members Present:** Dennis Dryjanski, Dickie Furtado, Jim Boyd, Andrew Lowther, Pat Paulson

**Attendees:** Mike Miller, Manager, 23 residents

**Call to Order:** The meeting was called to order by Dennis Dryjanski at 6:00 P.M.

**Approval of Minutes:** Jim Boyd made a motion to waive the reading and approve the minutes from the last Board Meeting on December 20, 2022.

Dennis Dryjanski seconded the motion. No discussion. Motion passed unanimously.

### **Accept resignation of current Board Secretary, David Dicke.**

Dennis Dryjanski made a motion to accept the resignation of Board Secretary, David Dicke.

Jim Boyd seconded the motion. Motion passed unanimously.

### **Approve appointment of new Board Member and assign officer position of Secretary**

Jim Boyd made a motion to appoint Pat Paulson as Board Secretary.

Drew Lowther seconded the motion. Motion passed unanimously.

### **Atlas Insurance Representative Presentation**

Tim Kochis from Atlas Insurance stated that the Insurance industry in Florida is a tough market. We have had 12 companies leave the state, 7 have gone out of business. We are down to very few underwriters who will write Condos. Our premiums have increased to \$193,000. That is a 40% increase. Terms have changed to a 90% co-insurance clause. If not insured 90% the insurance company can penalize if under underinsured.

In 2020 our buildings were valued at just under \$24,000,000. This is based on what the Association is responsible for. The unit owner is responsible to insure all interior contents. We had a 5% deductible last year based on calendar year. Now 5% applies to any wind loss per occurrence.

Our renewed insurance is effective 1/31/2023. The total insurance value is approximately \$208,000,000. We have \$185,200,000 in the operating budget. We will need to address our shortfall.

Please refer to the handout Tim Kochis provided for us regarding unit owner insurance responsibilities. If you did not pick one up after the meeting, it is posted on our website under COMMUNITY INFORMATION. As a reminder, the website password is 2023.

## Board Reports

### President

I look forward to serving as the Ballantrae Board President for 2023. The challenges ahead are difficult and many. Our 2023 Board is a *working Board* and will be supervising and assisting our Community Leaders. With the new leadership, we have new Committee Chairs who will work with the Board to enhance the Community.

Two important tasks of the Ballantrae Board are budget control and grounds maintenance. The new Treasurer is charged with the task of keeping a watchful eye on our checkbook. He is in the process of implementing policies and procedures which will establish controls over our spending and minimize waste of our resources. We have already seen the benefits of his efforts.

Vice President Dickie Furtado has volunteered to supervise grounds. Dickie has owned and operated a golf course for 25 years and, once again, we are seeing the benefits of his experience and efforts. With his supervision, our landscaping is beginning to improve and he is managing this within the current budget. Dickie will supervise Lane and other contractors who provide services related to our grounds. His desire is to include unit owners in the future plans.

Pat Paulson is the new Secretary of the Board. She oversees our recordkeeping and developing accurate minutes for the Association. She has previous Board experience which will assist the Association in the future.

Drew Lowther is an at large Board Member. Currently, Drew is helping with the Welcome/Interview Committee, Kathleen Strobel and Lilly Curry. We look forward to Drew working on other community committees.

Jack Seaman has significant experience with Ballantrae buildings and security. We are fortunate that he has volunteered to oversee this area. He will oversee supervision of our roof projects.

Sue Frazzini, editor of the 'Voice' brings a new look to our Newsletter. Sue brings to the table expertise with a variety of programs and platforms and plans on revamping our Newsletter. Please contact her with any ideas or articles that you feel would be of interest to our community,

If you have an interest in serving on any of our committees, please contact the committee chairman or myself. We have immediate openings on the Rules and Regulations committee.

We had one uncomfortable issue that cropped up. Our 2022 Treasurer unfortunately did not understand State Statutes and Ballantrae Governing Documents and installed a propane tank on common elements. Fortunately, the purchasers of the unit were understanding and we resolved the issue with the illegal propane tank being removed on January 6<sup>th</sup> at no cost to Ballantrae.

Under new leadership, Ballantrae owners can look forward to reasonable and intelligent application of State Statutes and Governing Documents. You can be confident that selective enforcement of rules, regulations, Governing Documents and State Statutes are a thing of the past. We look forward to a productive 2023.

### Vice President - Grounds Update

We are trying to please everyone. I receive several requests daily. All requests will be treated equally. We have a maintenance request form located near the shell path mailboxes. Please fill it out and I will decide how it is treated. Lane will be involved only if there is a replacement. You can remove your plantings, but you cannot replace them without a work order and Lane's approval. Those who are scheduled for replacements after paintings, please make sure you fill out a form. Invasive species will be removed such as the yards on Muirfield and Royal Birkdale. They are on the slate to be dug up, treated, graded, and replaced for proper drainage.

All requests I received prior to my taking over, hopefully have been answered. We will try our best to get them taken care of if I missed anyone. Tree replacements will need to come before the Board because of cost. We tried to immediately take care of no cost items first. Homeowners can go ahead and remove plantings, but you will need to put in a request for new plantings, a proposal, and drawings. Lane will need to approve them. Please remember Lane is maintenance and not everyone's personal gardener. We will be going thru the community and if there are invasive species we will send you a notice, letting you know we will be removing them. We will not maintain plants put in by the homeowners. There will be no special favors for anyone. If you have any questions on anything, please do not hesitate to call me.

A suggestion was made to start a small nursery for small trees. Dickie indicate we do not have the best watering system. It is old and antiquated. Until we replace it, we will have to make do with what we have. We will be replacing the center area past the guard shack.

Grass: Grass turns yellow when you cut it away. This is normal for the winter months. It has not grown at all. What is underneath is rotting grass. When spring comes, we will be fertilizing producing new growth, causing the yellow to go away.

FYI to homeowners:

<https://www.hgtv.com/outdoors/flowers-and-plants/mexican-petunias-plant-with-caution>

### **Secretary**

Pat mentioned we will be developing a new website and she will be looking into other projects. She also mentioned the reason for the delay in the December 20, 2022 minutes is due to needing a signature from David Dicke, Secretary at the time, before distributing and posting the minutes.

### **Treasurer**

Jim mentioned he wrote a letter to the editor talking about commercial vs. residential property. FEMA has refused to pick up our debris due to classifying us as a commercial property. Our Governing Documents do not permit commercial property. We are zoned a single-family residence, pay property taxes, and are homesteaded.

Jim contacted Greg Stube's office and they suggested we fill out an application for a SBA loan. We also sent him our plat. The loan is for 1 year at 0% interest and some or all of the loan could be forgiven. We have spent \$40,000 on clean up so far. The application we made is for \$72,535 of which some we have already paid. We will want to review all the SBA stuff very carefully. But it may end up a decent deal for us to get the rest of the clean up done. A question was brought up why we need to take out this loan. Jim responded that this is a program they developed because FEMA can't understand condominiums are not commercial property. Our understanding is that we may be reimbursed by FEMA. We have limited information at this point. This is just an opportunity that will have to go to the Board. It is a loan and we don't know at this time if it will be forgiven.

A question was brought up if we have identified \$72,000 worth of expenditures. Some of it we have already spent, \$40,000. The rest is an estimate on what we think it will cost us for the clean-up. We do not want a special assessment and we will do what we can to prevent it.

Drew suggested investing our money into CDs. Jim and Drew will look into it. We are not committed at this point for the loan.

### **Director at Large**

Drew had no report.

## Committee Reports

### Buildings: Jack Seaman

1: After 3 months the street signs are on order and will be installed soon.

2: We have an appointment with the contractor on Friday at 8 AM to review the mailbox stations and get them repaired

3: We don't know of any work orders still open from the prior Board

Old Business: Singleton Contract: There are a few issues and I request tabling until Feb No discussion at this time.

New Business: Committee has reviewed and approves the repairs at 3615 Muirfield Dr.

### Editor Newsletter: Sue Frazzini

My name is Sue Frazzini and I'm the new Editor of the neighborhood newsletter, The Voice. The Voice will be published quarterly in January, April, July, and October about a week before the monthly Board meeting. Monthly Updates, 1-1.5 pages long, will be published as needed.

The Voice is a community collaboration between the BOD, Committees and Owners to deliver news, information, and event details important to our community. Additional feature ideas such as Learn from Lane or book and restaurant recommendations are in the works. All owners are encouraged to submit ideas and recommendations for consideration.

The 2023 Board expressed an interest in upgrading the image and creating continuity for The Voice. To help accomplish this goal an online design tool is being used to create and publish our newsletter. Also, a dedicated email for communications has been created to keep track of conversations, comments, and ideas from owners. A binder has been created containing the log-in, password and instructions for future editors.

Each newsletter and monthly update is reviewed by *the President* before publication. To submit comments, ideas, or suggestions email [SROBCANewsletter@gmail.com](mailto:SROBCANewsletter@gmail.com)  
Thank you.

### Social & Caring: Sonia Harland

Happy New Year neighbors

I am happy to be here to talk briefly about our 2023 events. We have plans for lots of fun for everyone. We have some flyers for you to take home, so you can see some of the upcoming events.

In addition to our traditional holiday events such as Thanksgiving, St. Patrick's Day and 4th of July we are planning a group travel event for a Spring Baseball game as well as an Easter Egg Hunt, Best Bonnet Contest and much more. Our plan is to have games and prizes and more interactive activities at the events for everyone to participate in and enjoy.

Some of the dates for these events are yet to be determined and as soon as the dates are confirmed we will have Miller Mgt send an email to all residents, and we will post them at the mailboxes and on our website. Our next event will be a Valentine's Day Celebration on February 14th at 4:00 o'clock at the shell path. I will be sending out a flyer with more specifics as we get closer. But I can tell you there will be wine and chocolate.

None of these events can be a success without the support of the community. The 2023 budget cannot allocate more funds for the Social and Caring Budget which now stands at \$200.00.

So, we are asking you, the community, to lend a hand in the form of sponsorships. We have a flyer for you to take home that explains how you can contribute to sponsor an event individually or with a neighbor. Our last Thanksgiving event this past November was graciously sponsored by Mary Walrath and Lillian Curry and we thank them for that. Needless to say, a donation in any amount or at any time to the social and caring fund is greatly appreciated and welcomed.

As I have mentioned in the past your attendance and support are what make these events a success. So, I hope to see you at our Valentine's Day Celebration on Tuesday, February 14th at 4:00 o'clock at the shell path. Let's get 2023 started off with a good turnout. If anyone is interested in joining forces to help organize and implement any of these events, I welcome that also. Thank you for listening.

## **Old Business**

### **Propane Tank – removal: Update**

The propane tank was removed on January 6<sup>th</sup> at no cost to Ballantrae.

### **Clean up debris from Ian: Update**

Dickie Furtado stated we have one bid in and we are trying to get another bid but no one seems to be interested. We have no offers in yet. We have someone coming to look at it tomorrow according to Lane. They would come in with a dumpster and haul it away.

Is there any plan to go around and check on the dead branches and get them removed? We were told by Brightview they would not remove any branches that they could not reach. It is not on the contract to remove above 14 feet. Brightview is a little short of what we want them to do. We will be changing that.

### **Singleton Roofing Contract: Discuss cancellation of contract**

Due to Jack's absence, we will table it until the February meeting. No discussion at this time.

## **New Business**

### **West Coast Lake Management LLC: Motion to Cancel Contract**

They have not contacted us. We wanted to walk the property and find out what they would do and how they wanted to treat the lakes. Since then, we are entertaining other offers because we have had no communication. Lane questioned them today and they didn't have good answers for us. They can only treat the ponds, not the Elligraw. They are part of the County and they would need a special certificate.

Jim Boyd made a motion to cancel our current contract with West Coast Lake Management LLC. Pat Paulson seconded the motion. Motion passed unanimously.

### **Rockhopper Aquatics: Re-engage Lake and Elligraw maintenance update**

Lewis Collins from Rockhopper Aquatics explained the issues with treating the canals. Sarasota County has limited what can be treated. Treating only 2 weeds now. We have no wetlands plants around our lakes. Best thing to do is plant pickerel water plants. We have a permit to stock a limit of 5 fish. There is only about 5 inches of water in our ponds, the rest is muck.

Drew made a motion to re-engage Rockhopper Aquatics to maintain our lakes.

Dickie seconded the motion. Motion passed unanimously.

**Approve Jacobs Co-repairs at 3615 Muirfield: Motion to approve**

Dickie made a motion to approve Jacobs Concrete to do the repairs at 3615 Muirfield Dr. Jim seconded the motion. Motion passed unanimously.

Drew brought up the Singleton contract.

Dennis talked to Singleton. All files were given to Dennis by the previous President. There was nothing in the files that indicated they were even in business. Ballantrae needs a business license. They sent an expired business license. We asked for a business license, liability, and Bond. We finally received a current business license. We received a worker's comp insurance document but that only covers their workers, not day laborers which would be covered by liability insurance. We still have not received Liability insurance and Bond. If we don't receive these, we cannot put Ballantrae at risk. Mike mentioned he has a few insurance papers back at the office that he will investigate. We made a down-payment of \$26,665 which is refundable. There would be a cost of \$150 to cancel the contract.

Drew and Dennis will have a conference call with Singleton to get answers before our February 15<sup>th</sup> meeting.

**Adjournment:** Drew made a motion to adjourn the meeting. Jim seconded the motion. Motion passed unanimously. Meeting adjourned at 7:40 P.M.

**Next Board Meeting: Wednesday, February 15<sup>th</sup> at 4:00 P.M. Gulf Gate Library**

Respectfully Submitted,

Pat Paulson, Secretary      Date: January 18, 2023