

**RIVERSIDE CLUB OF FORT MYERS  
CONDOMINIUM ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING  
JANUARY 19, 2015**

**CALL TO ORDER:** The meeting was called to order at 6:00pm by Allen Kavanaugh, President.

**CERTIFICATION OF QUORUM:** A quorum of Board members were present, Allen Kavanaugh, Judy Willingham, Rick Luke, and Mike Donorfio were present in person. Mark Neary was present via telephone. Also present was Lori Cline CAM, CMCA, AMS of Sandcastle Property Management and several unit owners.

**PROOF OF NOTICE:** The notice of the meeting was posted in accordance with the By-Laws of the Association and Florida Statute.

**APPROVAL OF THE MINUTES:** A motion was made by Judy Willingham and seconded by Allen Kavanaugh to approve the minutes of December 15, 2014 with minor revisions. Motion passed.

**TREASURER'S REPORT:** Judy reported that they are \$25,000 over budget in the December report. She also reported that there was \$31,777.17 in operating and \$217,856.42 in the reserves. A report was also made on delinquencies but pre-lien letters will not be discussed until the next Board meeting. A motion was made by Allen Kavanaugh and seconded by Mark Neary to approve the Treasurer's Report. Motion passed.

**MANAGER'S REPORT:** Dan Cline reported on the following items:

**PAINTING:** Florida Painters was contacted to perform a preliminary paint evaluation. The paint spec has not yet been written. He also contracted Northern Contracting and they are waiting for Sherwin Williams paint spec. Both contractors have inspected the building. An engineer may be needed as well. Both companies noted failures of roof flashing of the building pop outs which is causing some moisture intrusion.

**ROOFING:** Colonial, Advanced and Crowther Roofing companies have been contacted to look at the roof. Colonial is the only contractor who has been out to date. Crowther has been involved in the roof check in the past number of years. The Board questioned why the flashing was not noticed during their inspection.

**BURCH CONTRACT:** This contract was entered into on May 2014 with the initial period of one year and then month to month. Dan asked for a schedule of work that was done in the past year which they have not presented yet. The contract was just received by Sandcastle and will be more thoroughly reviewed by Dan and then he will let the Board know whether or not there is a 30 day cancellation. Lack of maintenance could be used to cancel the contract, due to algae being presently in the system.

**AWT:** Allen Kavanaugh suggested to double order the chemicals (CHEL) for the cooling tower. Judy Willingham asked Dan's opinion on the contractor and Dan suggested that the entire cooling tower maintenance be with one company (Hill York).

**HILL YORK PROPOSAL:** Dan will send an e-mail to the Board with the proposal to replace the isolation valve for the cooling tower.

**FENCE:** Two vendors have been out to look at the west side fence. It was determined that the posts were not deep enough. Tropical Fence proposed \$1642 to replace fence – including all posts set in concrete. McGill Fence believes the old chain link can be salvaged. \$1215 to reset old posts and install a new top. A bid of \$1461 to completely remove and replace the entire fence and install the new posts deeper into the ground. To replace chain link with white PVC fence will be \$2057. The fence is roughly 80' from seawall and he will tie in with the gated fence. Smith Fence has been asked to submit a proposal. All jobs include permit. A motion was made by Rick Luke and seconded by Mike Donorfio to accept the proposal from McGill Fence to completely replace the fencing (bid \$1461) not to exceed \$1500.

**OLD BUSINESS:**

**POOL HEATER:** Allen Kavanaugh reported that Sandcastle Property Management had this repaired and it is working well.

**NEW BUSINESS:**

**FHA CERTIFICATION PROCESS:** Dan Cline reported that right now there is a conflict in the governing docs and this might make it difficult to get FHA approval. He found a company that will do the preliminary evaluation of the approval at no cost. If approved for FHA their cost is \$850. It was reported that being FHA approved makes the property more marketable and also provides for reverse mortgages. Allen Kavanaugh suggested to get started with two preliminary evaluations as long as there is no charge. A motion was made by Judy Willingham and seconded by Rick Luke to allow Sandcastle to start the preliminary evaluation.

**LETTER FROM 601A:** Allen Kavanaugh reported that a letter was received by this owner and it is now in the hands of the Association attorney Diane Simons and Sandcastle Property Management. Per the recommendation from the attorney and management company this was not to be discussed at the meeting. A motion was made by Allen Kavanaugh and seconded by Mike Donorfio to agree to a special closed door meeting with the attorney to discuss the issue. Motion passed.

**GENERAL DISCUSSION:** Rick Luke suggested an engineer being contacted before the painting is approved. Rick Luke would also like to explore a meeting with a contractor to explore the Technology Infrastructure of the building, Allen Kavanaugh will accompany Rick.

**BOARD MEMBER COMMENTS:** Mark Neary reported being happy with the Board and the management company. Mike Donorfio said that he has encouraged owners to attend Board meetings with their concerns since he has gotten some feedback from various owners. Mike also reported that building issues are moving forward and that he hopes the Board will continue to act on the maintenance issues and not be tabling them for the future. Rick Luke welcomed Mike Donorfio to the Board. Judy Willingham also welcomed Mike Donorfio to the Board and stated she too wants to see the Board move forward with maintenance issues and not table them. Allen Kavanaugh welcomed Mike Donorfio. He stated that there is the same handful of people at every meeting and would like to see more owners become involved and not just report their complaints to the Board. He added that the Board appreciates the owner's feedback as well as participation.

**ADJOURNMENT:** A motion was made by Allen Kavanaugh and seconded by Judy Willingham to adjourn the meeting at 7:18PM. Motion passed.

Respectfully Submitted By Lori Cline, CAM, CMCA, AMS

*Lori Cline*

On January 19, 2015