Casa Bonita Royale (CBR) Condominium Association, Inc.

**Board of Directors Meeting Minutes**

Date: Tuesday December 6, 2016

Place: CRB Community Room

Time: 9:00am

The meeting was called to order by Lee Christoferson at 9am.

A quorum of the Directors were present: Lee Christoferson, Richard Lovett, William Heavner, Susan Williams and Sandy Matava.

The proof of notice for the December 6, 2016 meeting was properly placed according to Florida rules and regulations.

The Board of Directors minutes of the 11/2/16 meeting were approved on a voice vote.

Financial Report: All bills have been paid and there are no owner payments in arrears.

**Discussion and Adoption of the 2016 Budget:**

Board met with Steve Hart on November 2nd to review the proposed budgets to discuss all of the items.

**MOVED**: to adopt the 2017 budget. Discussion followed: The Budget is adjusted to accommodate some minor changes in increased costs for repairs and maintenance and 3% cost of living increases for Custodial, Building Manager, Landscaper and other related expenses. The overall FY ’17 budget is relatively level and will NOT require any increase in Yearly Assessments. In the future, the Deferred Maintenance/Capital accounts will be reviewed, including distinguishing accounts for external and internal walkways. The motion passed unanimously.

**Painting the Building and Replacing the Internal Walkway Railings**. We have three bids for painting (and repairing any necessary spalling) the building. They will be reviewed and compared in order to make a final recommendation. We are having sample color options prepared for the building. They will also be reviewed and feedback will be gathered for owners’ preferences.

A discussion ensured regarding the condition of the current railings and the need to bring the walkway/stairwell railings up to code. It is Ken Whittrock’s judgement that the condition of the railings necessitates that they need to be replaced with the coming year. We need to get bids on the costs of the railing, which will then require a special assessment in order to pay for them. The painting project is covered by a funded reserve. Motion: to do the railing repairs before the painting, but to continue working on accomplishing both projects one, immediate after the other. The motion was passed unanimously.

Old Business:

1. **Pool Project:** Special thanks to Susie Williams for the beautiful new pool!
2. **Landscaping update:** Vincent is replanting the atrium areas and has moved the docks to the outside planters (and added other plants there, too). He is great!
3. **Sundeck:** we continue to have problems with the tiles and the effervescence. (We have engaged a licensed engineer to assist us in evaluating anticipated projects and completed work.) Our engineer has told us that the tiles were not properly installed and they need to be replaced. Motion was made to proceed with legal action to remedy the situation. The motion was passed unanimously.
4. **Lighting update:** In the future we will be replacing the lighting with LED bulbs only. We need new EXIT signs ASAP. The exterior lights, and those at the pool need to be reviewed. The entranceway will be the first project.
5. **Roof above the entranceways:** Are in the process of being repainted.
6. **Door Keys:**  The problems with unit front door locks is continuing. There will be recoded for a second time (and as of 2/12/17 a third time) in order to create a compatible unlocking system for the front and side entranceway doors. The saga continues.
7. **Long Distance Line from the Call Box:** we will explore the option/cost of connecting a long distance number to the front door call box. It needs to be coordinated with the elevator emergency call number.
8. **Fireboxes:** As part of the project, the fireboxes need to be repaired or replaced. Motion to replace them, as necessary at a cost of up to $6,000. The motion passed unanimously.
9. **Seal coating of parking area:** Project has been put on hold until most of the cars are gone. Probably it will be done over the summer.
10. **Water bill at Casa Bonita Grande:** The bill is $160/year. The steps leading to the beach belong to Casa Bonita Royale. Casa Bonita Grande will not fix the leaking spigot/hose, so we are NOT paying for the water.
11. **Docks:** Replacing the other nine finger piers will be undertaken next summer at a cost of approximately $5,800/dock. Motion to assess dock owners in March. The motion was passed unanimously.
12. **Unit 102:** The Ruckers in unit 102 requested moving their currently assigned parking space to a “guest space” on the east side of the carport. The request was approved unanimously.

The meeting was adjourned at approximately 11am.