**MINUTES OF BOARD MEETING**

Date: Monday, April 22, 2019

Place CRB Community Room

Time: 9:00am

(Call in 1 904-512-0115….226381)

**AGENDA**

1. Certify a Quorum of Directors: Board members Lee Christoferson, Doug McIntyre, Susie Williams and Sandy Matava were present.
2. Call to Order: The meeting was called to order by President Lee Christoferson at 9:00am.
3. Proof of Notice of Meeting: Notice of the meeting was posted in the condominium lobby.
4. The minutes of the March 20, 2019 were unanimously approved as written.
5. Financial report: There were no financial issues reported or raised.
6. Old Business:
   1. Forms: The new develop CBR Application form was approved (see attached). The draft accommodation animal request policy will be reviewed over the summer and for a vote in the Fall.
   2. The current CBR Rules and Regulations will also be reviewed over the summer to see if any updates are needed. (If anyone would like copies of the current documents, you can get them from our website [casabonitaroyale.com] or email me and I’ll send you a copy.)
   3. Landscaping: the process to upgrade and replace tired plantings continues. The next project will be the plants surrounding the building (both to upgrade and to reduce the problem with mold, bugs and vermin.)
   4. Entranceway future redo: The Board voted unanimously to spend up to $6,000 to upgrade the small entranceway (where the mailboxes are located). The plan is to install a tile medallion on the floor, replace the light, paint the walls and remove the brown wooden shelf below the mailboxes.
   5. CDs: we have put some of our reserve funds into short term, laddered CDs. We plan to keep approximately $100K in cash and invest the rest into CDs.
   6. Entryway future redo: Sandy and Doug will be having a first meeting with a designer to look at updating floors, lighting and overall appearance. Options will be reported back to the Board at the next meeting.
   7. Summer security: Ken and Debbie will again be staying in Backman’s unit 307 over the summer. Items that need to be addressed while they are in residence are: replace propane tanks as needed, power wash the pool deck to remove bird droppings, monitor marina lights, keep all trailers on the North side of the building, replace the stairway to the beach at Bonita Grande, monitor the walkway repairs and be sure the sundeck furniture is stacked in the hallways as weather dictates. Thanks Whittrocks and ENJOY!
   8. A special thanks to Susie Williams who made a gallant and successful effort to thin out the accumulated paperwork in the Condo office…GRACIAS!
7. New Business:
   1. The Board voted unanimously to approve an expenditure of $45/unit (negotiated to $38) to clean out everyone’s dryer vent for safety and cleanliness reasons. For most, that will be a first cleaning since the building was erected 40 years ago.
   2. Beach access: the stairway to the gulf beach needs to be repaired (as noted above). The Board voted unanimously to spend $3,600 to complete the work.
   3. Bikes: In order to keep track of the bikes that are on the rack, the Board voted unanimously to require that all bikes henceforth be labeled with the owner’s name and unit number.
   4. Social Committee: Susie Freeman reported on three successful parties this season….Tree Trimming, St. Patrick’s and the Barbeque. We will likely have to increase the charge for St Patrick’s next year. We are also looking to schedule some informal Get Togethers in the Dock area next season. Job well done!

1. The meeting was adjourned at 10:25.

ADDENDUM: The board (Christoferson, McIntyre, Matava) voted last week to reassign Dock 5 to Unit 306, and dock 16 to unit 302. Any questions please feel free to contact me. Lee Christoferson, President, Casa Bonita Royale.

**APPLICATION FOR MEMBERSHIP**

**Unit #\_\_\_\_\_\_\_\_\_\_\_\_\_ *$100 Application fee to be attached* Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name(s)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Telephone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Length of time in present residence\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Business Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Nature of Business or Profession\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**If retired, former Business or Profession\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Condominium Mortgage holders, if any\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Names and ages of children\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Do you own a pet? Yes\_\_\_\_\_/No\_\_\_\_\_. If yes, please be aware that CBR**

**policy only allows one pet per unit, not to exceed 18” at the shoulder.**

***Your pet must be registered by attaching a picture with name and shoulder height to this form and updating such information as needed in the future.***

**References:**

**Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Telephone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Telephone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Proposed use of Condo?**

**Some Reminders:**

1. **No more than 6 people may reside in the unit, including babies.**
2. **No rentals for less than 1 month.**
3. **Children under 3 are only allowed in the pool with age appropriate protective swimming attire.**
4. **There are no play areas for children on the premises. Children are not allowed to play in the halls, stairs, elevators, parking lots, dock, etc.**

**Late payment of Condo Association fees – 5% on any payment 30 days late. And an additional 5% for each 30 days thereafter.**

**Have you ever been convicted of a Felony? Yes\_\_\_/No\_\_\_\_. FYI, CBR may conduct a background check on any new owner applicant.**

**Have you read and understand the Condo Documents (including, but not limited to Common Element rules and/or requests for alterations of the unit which require board approval.)? Yes\_\_\_/No\_\_\_. I agree to abide by all Casa Bonita rules and regulations**

**Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Board Member Interview**

**Please submit your completed Application along with your Pet Registration information, as appropriate, and a $100 check payable to CBR prior to scheduling your interview.**

**Interview conducted by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Comments and needed follow up:**

**Approved (Signature) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**