

**PINESTONE AT PALMER RANCH ASSOCIATION, INC.**  
**WORKSHOP FOR BOARD OF DIRECTORS MEETING MINUTES**

**February 14, 2017**

**CALL TO ORDER MEETING:**

Darrell Salyers called the workshop to order at 10:00 a.m. in the Pinestone at Palmer Ranch Clubhouse, 4255 Players Place, Sarasota, Florida. 34238. Debbie Fulton, CAM, CMCA, AMS, PCAM, Association Manager, kept the record of the meeting.

It was announced that notice of the meeting was properly made to all parties and notice was properly posted in advance of meeting. Directors present at the meeting were Darrell Salyers, President; Dave Kathman, Vice President; Sandra Keir, Treasurer; David Yamin, Secretary; and on the phone did Larry Giorgio, Director; constituting a quorum of the authorized number of Directors of Pinestone at Palmer Ranch Association. Also present was Debbie Fulton, CAM, CMCA, AMS, PCAM, Association Manager and 7 homeowners present.

**CONFIRMATION OF A PROPER MEETING NOTICE**

The notice for the workshop meeting was posted and delivered to each member of the Board in accordance with the Bylaws of the Association and requirements of the Florida Statutes.

**Discussion items:**

- **Discussion of appointing 2 Board members** - There is only one person who showed interest. A motion was duly made by Dave and seconded by David to appoint Gary Engलगau to the Board of Directors to fill the 1 year term. The motion passed unanimously.
- **Discussion of Resolution for implementing Executive Committee of the Board** – The committee would be the President, VP and Treasurer. Debbie read the executive committee resolution. There was conversation of what the committee entails. It is a guidance committee. Darrell explained his interpretation of the resolution that it was to provide knowledge, support and guidance. Put on the upcoming agenda.
- **Discussion of the letter to owners for audit request / email approval / update of directory** - There was discussion of the forms to be sent. The board agreed to have the forms mailed.
- **Discussion of quotes for engineering and to replace the pool equipment** - There was discussion on the issue as well as how to pay for the work. Put on the upcoming agenda.
- **Discussion of quotes to resurface the pool** - Table at this time
- **Discussion of quotes for roofing** - Dave advised that buildings 5, 7, & 25 are up for reroofing in 2017. Ed and Rob reviewed the four bids received and narrowed the field to two vendors, Roofing by Curry and Florida Southern. Curry in the past was approximately 3,000 per building and are up for 2017 by almost 20% and Florida Southern was up approximately 7% from the last roofing contract. Each vender was also asked what the cost would be if building 10 was to be done prior to the 2020 date in the reserves. We also received a quote for 2018 for buildings 3, 8, 15, 16, 23 and 24 Curry's price is up by 19% and Florida Southern had an increase of about 4.2% total. Florida Southern also has 3% escalation if costs go up more than 3% then the association would pay the difference on the materials. The committee recommended that Florida Southern be the chosen vendor. Put on the upcoming agenda.
- **Discussion of Policy for background checks** - Put on the upcoming agenda.

- **Discussion of Rules & Reg manual (green book) revisions** - Gary advised the guidelines information was distributed. He will be the liaison to the committee. There is a committee set up and they will meet on Thursday. Should have a chair appointed at that time. Rob Hoerner volunteered as the chair to the committee. On Thursday they will review the docs, rules and forms and advise the Board where they are not in agreement.
- **Discussion of possible amendments to the documents** - The committee will give the information to the Board with regard to the items that may need amendments.

#### **Discussion of implementing a Hearing Committee and appointing the other Committees/ Chairs**

- There was discussion of the Hearing committee that 3 of the other committee chairs could possibly be requested to be the Hearing committee.

The ARC committee currently has no liaison. Landscape and facilities should coordinate through the ARC for changes to the common element. The 5 volunteers to the ARC will make up the committee but there will be 3 appointed, per the documents, with the other 2 rotated in as needed. Mike Coito will be the Chair and Darrell will be the liaison. The working members will be Ed Wambold and Ken Angotti with Tony Steyer and Eric Johnson as the members to be rotated as needed.

There were 10 volunteers to the Finance committee. Sandy advised that there will be subcommittees of the finance committee created. The budget portion of the committee will be Patty Rende who will act as chair, Dan Decina, RoseAnn Buglione and Susan Widen. The liaison to the Beautification committee from the Finance committee will be Suellen & Mike Coito, Bob Collister and Sue Wager. The liaison to the Facilities committee from the Finance committee will be Rocko Longo and Jack McManus.

- **Discussion of purchasing a speaker phone and opening up the Board meetings to members remotely** - Larry advised it is all done as far as the process. Need to determine if the speaker phone would be purchased and does the board want to open up the board meeting to the members. As a listen only feature. Put on the upcoming agenda.
- **Discussion of purchasing a new table for the pool area** - Replacement table.
- **Discussion of the approval of the shell path (was to have been approved at the 12/6 meeting)** – There was discussion if the committee has extra funds that were approved for certain items should the different use of the funds be brought back to the Board for approval. Thought the material alteration needed more or further approval. Debbie advised that per the statutes if it is less than 15% of the annual budget in the calendar year the Board can approve a material alteration. Put on the upcoming agenda.
- **Discussion of funds / budgets spent by committees** - covered above
- **Discussion of the possible change out of the security lights with LED type fixtures / bulbs** - Facilities is looking at several projects and this is one they would like to cover in 2017. The costs are approximately 23,000. We have funds in the reserves for aging fixtures \$13,444 and there are funds in special projects of \$8,000. Currently we are spending \$3-5000 per year to upkeep the current fixtures. The life expectancy of the LED is much longer than the fluorescent bulbs. There was discussion of where the funds would come from. Put on the upcoming agenda.
- **Discussion of technology committee adding a wifi booster & taking over as Admin on the Pinestone site** - Larry wants to use the website as an information service to the owners. The Board is in agreement to have Ed add the booster and be the admin of the website.
- **Plants /palms dying (1915/ 1411 /1415) / Several bougainvilleas are planted in pots** - David brought up the recommendation of changing the foxtails to pygmy palms as they are replaced. Put the upcoming tree trimming on the agenda.

- **Widening of south exit driveway to provide a decent turning pathway from closed gate** – The Facilities committee is looking at this for long term and to be done with the roads.
- **Replacing gate arm method with a swinging 4 foot or so high gate and is a day time gate needed**
  - Table at this time

Meeting Adjourned 12:55 p.m.