

# **PINESTONE AT PALMER RANCH ASSOCIATION, INC.**

## **BOARD WORKSHOP MEETING MINUTES**

**February 13, 2018**

### **CALL TO ORDER MEETING:**

Sandy Keir 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 Sandra Keir, President; Bob Packee, Vice President; Suellen Coito, Treasurer; David Yamin, Secretary Paul Bourassa, Director; and Darrell Salyers, Director. Absent was Gary Engelgau, Director. There was a quorum of the authorized number of Directors of Pinestone at Palmer Ranch Association. Also present were 14 owners and Debbie Fulton, CAM, CMCA, AMS, PCAM, Association Manager.

### **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.

### **New Business:**

**Discussion of communication to owners - Town hall meetings for our major projects--Paving, sprinklers, painting, & roofs. Who should lead these and when and how many should be held. The best uses for the Patter and condo wide e-mails** – The Board will look into ways to upgrade the communication to the Owners through letters, email and town hall meetings.

**Discussion of 2018 projects (paint / roof / fire sprinklers)** – Building Three is scheduled to begin the re-roofing on February 22, painting of Building Three is scheduled to start on March 1<sup>st</sup>; work on the fire sprinklers is to begin mid to late March. Debbie and David will draft correspondence to the owners in the buildings being roofed and painted, as well as information on the upcoming fire sprinkler work.

The Facilities committee is working on guidelines for requirements of paving. On March 10<sup>th</sup> they will move the bike racks to the basketball court area. Owners will be requested to put their bikes in their unit until the racks are moved. Then the bikes can be returned to the racks.

**Discussion of smoking policy** – The issue of an association-wide smoking ban was presented by the Rules and Documents Committee. Relying on advice of counsel, the Board decided to consider at the February 2018 monthly meeting a limited ban on smoking in common areas and tabled consideration of a wider ban until later in 2018.

**Discussion of the form for committee expenditures** – Ed Green, Chair of the Facilities Committee, advised the form gives suggestion /request of recommendation of projects as well as the costs associated. Sandy thought the Board had already voted to use the form.

**Discussion of changing the gate access and entry into the trash rooms** – The Facilities committee recommends eliminating the doors and offsetting the gates. This will eliminate the trash dripping on the sidewalks and would cut down the vehicle traffic as well. Ed advised the committee has done the work for the recycle gates and requested a One Call advising the owners. Debbie was asked to contact Waste Management and find out if the paper and plastic are comingled on the pickup.

**Discussion of replacement of the pool fence** – Jim Tamblyn, of the Facilities committee, recommended replacement of the pool fencing in 2019 - 2020. He will get updated quotes to the committee for the budgeting in 2019.

**Discussion of installation of hook ups for electric cars** - Tabled

**Discussion of committee chairs presenting reports at the board meetings vs the liaisons** – The Committees can determine if the Chair or the Liaison would give the report at the Board meeting.

**Discussion of plantings by Owners vs the Association** – The documents do not speak to issues of plantings. Gary on behalf of the Board and the Docs and Rules committee will work on a memo to the owners regarding the types of plants allowed/not allowed and the Owners' responsibilities for the plantings.

**Discussion of signing roofing contract with Florida Southern for 2019 and forward** – There was discussion and the Board requested two more bids for the remaining buildings to be re-roofed.

**Discussion of the purchase of wireless microphones** - Ed Green researched microphones for two cordless microphones the cost is \$69.99. There was discussion of how many were needed for the board and the audience members. Debbie will order them accordingly.

**Discussion of filling board vacancy** – Darrell has given his resignation effective April 1<sup>st</sup>. Post and put on web notice of the opening.

No further business coming before the meeting, upon motion duly made by Sandy and seconded by David to adjourn the meeting at 11:50 am.