

PINESTONE AT PALMER RANCH ASSOCIATION, INC.
MINUTES OF BOARD OF DIRECTORS MEETING
April 16, 2019

The meeting of the Board of Directors of Pinestone at Palmer Ranch Association, Inc., a Florida Not For Profit Corporation, was held at in the Clubhouse at 4255 Players Place, Sarasota, Florida 34238.

The meeting was called to order by Sandra Keir, President; at 7:00 PM. 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 the meeting. Directors present at the meeting were Sandy Keir, President; Suellen Coito, Treasurer; Paul Bourassa, Director; Janet Herbert, Secretary, Rocco Longo, Director; Bob Collister, Director and Bob Packee, Vice President. There was a quorum of the authorized number of Directors of Pinestone at Palmer Ranch Association. Also present were 37 and 4 on the phone owners and Debbie Fulton, CAM, CMCA, AMS, PCAM, Association Manager.

Approval of Minutes - March 19th, March 28th, and April 9th, 2019 Board and Workshop meetings – A motion was duly made by Paul and seconded by Rocco to approve the minutes of the March 19th, 2019 Board meetings. The motion passed unanimously. The other minutes will be approved at the next Board meeting.

Treasurer's Financial Report: Suellen advised after reporting on the first quarter in good shape, we're over budget by \$2,563. Income tax went up to \$5,872 versus last year of \$1,175. She was told this was due to the new tax codes and the interest earned. CPA has sent the draft of the audit. After the review, there will be copies available in the office.

Managers' Report - Debbie Fulton gave the Manager's report, which addressed details concerning the update on the new security system

Finance Committee: Suellen Coito, Board liaison to the Finance Committee – Finance committee met last week and went over the reserves. We have the funds to do the additional entry lane. Will meet monthly through the summer and then more frequently as we get closer to budget approval.

Plant & Beautification Committee: Janet Herbert, Board liaison to the Plant and Beautification Committee reported on the April 5th, meeting. The committee has reviewed the contract with Landwise and presented three bids to the board to change vendors. The islands in front of building 26 will be done in May. The front entry is on hold until the roadwork is completed. They are looking into the landscaping behind the buildings. The proposed 2020 budget is the same as the 2019 budget. Will have some savings with the new landscaper.

ARC Committee: Bob Packee, Board liaison to the ARC Committee, reported the committee has not met since the last meeting. Have been approving owner requests electronically.

Facilities: Rocco Longo, Board liaison to the Facilities Committee, thanked Bob P for going to the last meeting in his absence. Ed Green and Tony Fischetti round of thanks for changing out the timers in the restrooms and the timer at the tennis court. Looking into drainage issues behind the buildings. Have rough estimates and request additional funds to the finance committee. Also requesting that when the carports are re-roofed the fascia be replaced with the hardy board. Lights for the pool area have been ordered by the vendor.

Systems, Technology and Security Committee – Bob Collister, Board liaison to the System, Technology and Security Committee. The committee has not met recently. The board met with RSS regarding the gate arm.

Social Committee: Paul Bourassa, Board liaison to the Social Committee, reported the pool party was attended by 137 people. November is the awesome breakfast and all other events are on schedule. Debbie will email the Social calendar to the board.

Documents and Rules Committee: Sandy Keir, Board liaison to the Documents and Rules Committee, working on the rules and regs for an update in 2019.

Old Business: None

New Business:

Discussion of entry expansion – Bob P advised we have a low bid for paving of \$457,000 which includes the 2nd lane. The contract is with the engineer. We are waiting on the County and Palmer Ranch for approval of the 2nd lane. There were previous discussions on the 2nd lane or owner lane. The Board met this morning with RSS and outlined the two lanes as well as an additional gate arm. The paving contract is based on the base bid including the 2nd lane. They will give a credit dependant on the type of asphalt used. The ideal situation would be to pass a resolution to approve the contract. Then move the phone boxes in a separate contract with Verizon as well as RSS for the new loops.

A motion was duly made by Janet and seconded by Bob P to approve the contract with Rose Paving including the 2nd lane. In favor were Sandy, Bob P, and Janet. Opposed were Suellen, Rocco, Paul, and Bob C. The motion failed.

A motion was duly made by Suellen and seconded by Bob C to have Rose Paving give a bid for paving the entryway and add a cut out on the exit side for a turnaround. In favor were Sandy, Bob C, Janet, Suellen, Rocco, Paul. Abstained was Bob P. The motion passed.

A motion was duly made by Rocco and seconded by Janet to approve the contract for the base bid for the interior paving with Rose including the removal of the roots and the car stops. In favor were Sandy, Bob C, Janet, Suellen, Rocco, Paul. Abstained was Bob P. The motion passed.

There was a discussion with regard to the extra lane. Paul advised he has spoken to several people and 3 are past Presidents. The objection last week was there was not a needed additional gate arm included, not whether or not there should be a second lane. There was a discussion of the 2nd lane and gate arms. Tom C was concerned that there will be no wheel stops put back when the paving is done. Bob P advised from engineering and older community members he would not be in favor of putting back the car stops.

Vote to change landscape vendor – A motion was duly made by Janet and seconded by Suellen to change landscape vendors at the end of the contract with Landwise to Bloomings. The motion passed unanimously.

Vote on summer meeting schedule – Bob P suggested that June and August Board meetings be canceled., could call those meetings if there was a need. Sandy, feels the corporation operates 12 months a year and if there is not an agenda, then the meeting could be canceled.

A motion was duly made by Bob C and seconded by Paul to cancel the June, July and August meetings and have a meeting if needed during those months. In favor were Bob C, Bob P, Janet, Suellen, Rocco, Paul. Opposed was Sandy. The motion passed.

Vote to extend pool hours for the summer – A motion was duly made by Sandy and seconded by Janet to extend the pool hours beginning May first from 9.30 pm to 11 pm. The motion passed unanimously.

Staffing office during vacation – In the past, the office was staffed for 4 hours by volunteers when the CAM was on vacation. Suellen felt if there are volunteers to staff the office for four hours a day then it should be done. A One Call will be done advising the closure of the office and in an emergency notify a Board member.

Discussion and approval of bike rack purchase – Sandy spoke to Rob and he feels this can be held off until next fall. Thanked Rob for all his help with the new racks.

Discussion and vote on paver repairs at the fountains – A motion was duly made by Suellen and seconded by Bob P to approve the agreement with PaverMac for \$3,200. The motion passed unanimously.

The fence vendor gave a proposal for the worker's compensation (w/c) coverage for our fence job. The Attorney was requested to draft an addendum to the contract for the w/c coverage. In the review he found the contract states the employees are covered by w/c. He can not draft an addendum as it is in the proposal.

There was a discussion of speaking to the second vendor. Jim Tamblyn advised he tried to speak to the vendor with regard to the w/c issue. He feels that all of the small companies will not have w/c, as being small they opt for the exemption. Earlier today the first vendor advised the w/c amount of \$931 and the policy would be canceled after 30 days. The vendor advised that Pinestone is the first company to request w/c, he advised he works for Costco and Cheese Cake Factory with no w/c. Jim also feels the Association should approve the cost for w/c and move forward. There is a proposed meeting on Thursday at 2 pm to be sure everyone is on the same page for the installation.

Bob P feels we should look at the 2nd vendor and if we must purchase w/c then we will, but first, see if we can renegotiate with the current vendor to split the cost for the w/c. If we can't negotiate then move to company b.

No further business coming before the meeting, upon motion duly made by Bob P and seconded by Janet to adjourn the meeting at 8:20 PM.

Respectfully submitted,

Debbie Fulton

Debbie Fulton, CAM, CMCA, AMS, PCAM
Pinestone at Palmer Ranch Association, Inc.

Association Secretary