

NOTICE
BOARD OF DIRECTORS MEETING
AUBURN LAKES CONDOMINIUM ASSOCIATION, INC.
MONDAY, MARCH 21, 2016
AT KEYS-CALDWELL, INC.
11:00 A. M.
AGENDA
www.AuburnLakesCircle.com

Good of the Association.

1. Call Meeting to Order and Establish Quorum.
Bill Eftax, President.
Barbara Shepler, Vice President.
Pat Burns, Treasurer.
Gerry Fortin, Secretary.
Tom Madigan, Director
Rachel St. Pierre, Director.
Howard Taylor, Director.
2. Proof of Notice of Meeting.
3. Reading/Approval of Minutes of the Board meeting of February 8, 2016.
4. Resignations and Appointments.
5. Communications and Announcements.
6. Reports of Officers or Committees
 - a. President.
 - b. Treasurer. CDs v. CDARs
 - c. Beautification.
 - d. Social.
 - e. Web-site.
 - f. Clubhouse-Pool.
 - g. Architectural. #1802. #1203. Create window replacement standards.
7. Unfinished Business:
 - a. #203 status update.
 - b. Disaster Preparedness & Response Plan. Sign up for Code Red.
 - c. Handicapped spots and white lines repaint.
 - d. Water Equipment Technologies fountain preventative maintenance contract, LED quote.
 - e. Car stops – plastic trial.
 - f. 2nd floor railings paint chalking.
 - g. Speeding, concrete bumps.
 - h. Sprinkler schedule, rain sensors.
 - i. Carport lights replace.
8. New Business:
 - a. Catastrophic insurance reserve.
9. Sales & Rental Applications. #503.

10. Next meeting: April 11, 2016

11. Adjournment.

Bill Eftax, President Date Posted _____

MINUTES OF THE MEETING
BOARD OF DIRECTORS
AUBURN LAKES CONDOMINIUM ASSOCIATION, INC.
MONDAY, MARCH 21, 2016
11:00 A. M.

Please visit our website at: www.auburnlakescircle.com

Good of the Association: None.

Present: Bill Eftax, President, Barbara Shepler, Vice President, Gerry Fortin, Secretary, Pat Burns, Treasurer, Tom Madigan, Rachel St. Pierre, Howard Taylor, Directors, Jim Kraut for Management and owners in the audience.

The meeting was called to order by the President, Bill Eftax, at 11:03 A. M. at the offices of Keys-Caldwell, Inc., a quorum being present with Notice and Agenda posted at least 48 hours in advance. All motions at this meeting were unanimously passed with all Directors present voting in favor of the motion, unless otherwise noted.

Reading/Approval of Previous Minutes: MOTION was made by Rachel St. Pierre and seconded by Pat Burns to approve the minutes of the Board meeting February 8, 2016, as presented.

MOTION PASSED.

Resignations and Appointments: None.

Communications and Announcements: None.

Reports of Officers or Committees.

- a. President: Deferred.
- b. Treasurer: 1). Pat Burns reported that 1). There are three budget line items that are over budget as of the February report: #6000, 6200.01, and 6800. 2). A Notice of Intent has been sent to the owner of Unit # 401. 3). There are two other units still delinquent at this time: Units # 203 and # 1001.

MOTION was made by Howard Taylor and seconded by Tom Madigan to authorize the President and the Treasurer to invest reserve funds, over the FDIC limit in the financial institution of their choosing, at an interest rate and period of time most beneficial to the Association.

MOTION PASSED.

- c. Beautification: Howard Taylor reported that 1). There is one palm at Units # 1501-1502 that needs to be removed and replaced. 2). The vegetation in the South ponds needs to be checked and treated, as needed in the professional opinion of the lake contractor. 3). Information on lake water quality and lake bank erosion will be added to the website.
- d. Social: The ST. Patrick's Day potluck dinner was held last Saturday. Volunteers are needed to sponsor potlucks in the future.
- e. Web-site: Gerry Fortin reported that 1). The links for Landscape and Property, speeding and emergency preparedness are up and all links are active. 2). The website will be used for Board communication, as needed.
- f. Clubhouse & Pool: 1). The new pool furniture looks great. 2). The pool service is doing a better job of keeping the pool clean. 3). The Board will look for a tree removal company to bid on removing the problem oak trees from around the pool area.

- g. Architectural: MOTION was made by Howard Taylor and seconded by Pat Burns to approve the ARC request from Unit 1802 for window replacement, as presented. The owners will be responsible for all repairs to the common areas.

MOTION PASSED.

MOTION was made by Howard Taylor and seconded by Barb Shepler to approve the ARC request from Unit 1203 for window replacement, as presented. The owners will be responsible for all repairs to the common areas.

MOTION PASSED.

Board members will use the information provided by window manufacturing companies and contractors to establish a window and door policy for the Association.

Management was instructed to send a letter to the owner of Unit # 1604, requesting that they notify their renters that for safety reasons, the potted plant on the front stair landing must be removed.

UNFINISHED BUSINESS.

- a. Unit #203 Status Update: The owners of the Unit have declared bankruptcy. The Board will work with the Association's attorney to move the process forward as quickly as possible.
- b. Disaster Preparedness and Response Plan: The plan is on the website. The President will forward emergency information provided by the County of Sarasota and the City of Venice for posting on the website.
- c. Handicapped Spaces and Parking Lines painted: Deferred until repaving begins.
- d. Water Equipment Technologies fountain preventative maintenance contract and LED lighting quote: Management will obtain the quote for replacing the fountain lights with LED fixtures for the next meeting. The proposal for an annual contract has been received.
- e. Car Stops: The experimental, rubber car stops have been installed at the East side mailbox. Cost was \$81 each, with free labor. The Board will watch and see how they hold up to traffic and the weather before a decision is made about purchasing more.
- f. 2nd Floor Railings Paint Chalking: The Board and volunteers will look for the most practical and long lasting solutions as to the best way to address the chalking paint and recoat the railings.
- g. Speeding , Concrete Bumps: The City has responded positively to complaints about the garbage trucks speeding through the neighborhood. Speed has been significantly reduced.
- h. Sprinkler Schedule, Rain Sensors: The schedule has been changed so the watering begins as late as possible and still be acceptable for morning walkers. The rain sensors work as well as they can. The design is not reliable.
- i. Carport Light Replacement: Various types of sample LED light fixtures have been installed at Units # 202-204, # 803 and #1503. Two more fixtures, with lights that can be diverted, have been ordered. The Board's long term goal is to replace all existing light fixtures with LED fixtures, while addressing safety, security and the aesthetics of the Association. The Board will review the results from each of the fixtures in the fall.

NEW BUSINESS.

- a. Catastrophic Insurance Reserve: The President requested that the Board consider creating a catastrophic insurance reserve to help pay for insurance deductibles needed in case of a natural disaster or other emergency. This item will be addressed as part of the 2017 budget process.
- b. Association Updates: 1). The Board is addressing the work order submitted by the owner of Unit # 1402 for a problem with the new front door handle and threshold. 2). It was

with sadness that the Board announced the passing of long time owner and former Board member, Al Fontana.

MOTION was made by Tom Madigan and seconded by Gerry Fortin to authorize Barbara Shepler to arrange for a donation not to exceed \$80, in memory of Al Fontana, to the charity of his choice.

MOTION PASSED.

Sales and Rentals

Sale: None.

Rentals:

Unit # 1803: Nugent to Avcion, three months commencing 12/31/16.

Unit # 503: Monts to Moorman/Vietts, annual commencing 3/14/16.

MOTION was made by Howard Taylor and seconded by Tom Madigan to approve the annual rental for Unit # 503, providing that the rental application fee is submitted.

MOTION PASSED.

MOTION was made by Barb Shepler and seconded by Rachel St. Pierre to approve the rental application for Unit # 1803, as presented.

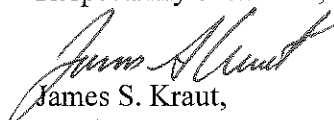
MOTION PASSED.

MOTION was made by Howard Taylor and seconded by Tom Madigan that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 12:26 P.M. The next Board meeting will be held, if needed, on April 11, 2016, at 2:00 P. M. at the offices of Keys-Caldwell.

Respectfully submitted,


James S. Kraut,
For the Secretary