

NOTICE
BOARD OF DIRECTORS MEETING
AUBURN LAKES CONDOMINIUM ASSOCIATION, INC.
TUESDAY, NOVEMBER 1, 2016
AT KEYS-CALDWELL, INC.
10:15 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 May 3, July 15, September 19, and October 6, 2016.
4. Resignations and Appointments.
5. Communications and Announcements.
6. Reports of Officers or Committees
 - a. President. Loose items left on lanais. Pool etiquette.
 - b. Treasurer.
 - c. Beautification. Approve diseased tree removal.
 - d. Social.
 - e. Web-site.
 - f. Clubhouse-Pool. Approve \$620.00 for backflow preventer install.
 - g. Architectural. #701-x2. Create window replacement standards.
7. Unfinished Business:
 - a. #203 status update.
 - b. Water Equipment Technologies fountain preventative maintenance contract, LED quote.
 - c. Car stops – plastic trial.
 - d. 2nd floor railings paint chalking.
 - e. Carport lights replace.
 - f. Catastrophic insurance reserve.
8. New Business:
 - a. Signs: no fishing, no trespassing, private property.
 - b. Late fees and interest charges on past due balances.
9. Sales & Rental Applications.
10. Next meeting: December 5, 2016, 2 PM at Keys-Caldwell

11. Adjournment.

Bill Eftax, President Date Posted

MINUTES OF THE MEETING
BOARD OF DIRECTORS
AUBURN LAKES CONDOMINIUM ASSOCIATION, INC.
TUESDAY, NOVEMBER 1, 2016
10:15 A. M.

Please visit our website at: www.auburnlakescircle.com

Good of the Association: 1). The mailbox stations need to be replaced. Management will contact the post office about responsibility for maintenance. 2). The section of the Preserve area in Sawgrass has been illegally cleared.

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

The meeting was called to order by the President, Bill Eftax, at 10:21 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 Howard Taylor and seconded by Pat Burns to approve the minutes of the Board meetings of May 3, July 15, September 19 and October 6, 2016, as presented.

MOTION PASSED.

Resignations and Appointments: None.

Communications and Announcements: None.

Reports of Officers or Committees.

- a. President: 1). Owners need to secure their property and follow the close-up instructions on the website. 2). People need to follow pool etiquette including no alcohol and no glass. 3). The pool rules sign on the South gate will be moved to the East gate.

MOTION was made by Howard Taylor and seconded by Pat Burns to accept the proposal from Beechtree for well pump replacement, at a cost of \$3,600, as presented.

MOTION PASSED.

- b. Treasurer: 1). Pat Burns reported that 1). The Association is in good shape and under budget. 2). There are three units that have not paid their fourth quarter maintenance fees. 3). The Association has \$250,000 in 2-year CDs.
- c. Beautification: Howard Taylor reported that 1). The oak tree branches growing over and against the buildings need to be trimmed. The Board will look for long term replacement trees. 2). There will be a work day this Saturday at 10:00 A. M., for trimming and painting. 3). The diseased trees around the swimming pool have been removed.

MOTION was made by Bill Eftax and seconded by Howard Taylor to ratify the removal of the diseased trees around the swimming pool, at a cost of \$1,350.

MOTION PASSED.

- d. Social: The Committee replaced the hose holder and hose nozzle at the swimming pool.
- e. Web-site: The verbiage regarding the fire sprinkler opt-out vote has been posted on the website. There have been 62 waiver votes received. Thanks to everyone for responding.
- f. Clubhouse & Pool: MOTION was made by Bill Eftax and seconded by Barb Shepler to ratify the approval for the installation of the clubhouse backflow preventer, at a cost of \$620.

MOTION PASSED.

- g. Architectural: MOTION was made by Bill Eftax and seconded by Barb Shepler to approve the ARC requests from Unit 701 for flooring and electrical work, as presented.

MOTION PASSED.

The window replacement standards will be addressed at the December Board meeting.

UNFINISHED BUSINESS.

- a. Unit #203 Status Update: The Association is waiting for the purchase of the unit by a third party participant. The closing has been postponed by a month.
- b. Water Equipment Technologies fountain preventative maintenance contract and LED lighting quote: Management will obtain an additional quote for replacing the fountain lights with LED fixtures for the next meeting.
- c. Car Stops: The experimental, rubber car stops have been installed at the East side mailbox. This item will be addressed again after the carport light issue has been resolved.
- d. 2nd Floor Railings Paint Chalking: The Board will address this issue after the carport light issue is resolved.
- e. Carport Light Replacement: MOTION was made by Bill Eftax and seconded by Barb Shepler to spend up to \$2,500 to purchase carport LED light replacement fixtures.

MOTION PASSED.

- f. Catastrophic Insurance Reserve: The President reminded the owners that the 3% deductible that owners are responsible to pay on the \$13,000,000 building replacement value is \$390,000. The owners can account for \$160,000 of that amount with individual loss assessment coverage leaving \$230,000 to be accounted for by Association funds.

NEW BUSINESS.

- a. Signs-no fishing, no trespassing, private property: The President will work with Management to review sample signage and provide that information to the Board at the December Board of Directors meeting.
- b. Late Fees and interest charges on past due balances: The Association charges late fees and past due interest on all delinquent maintenance fee payments.
- c. Post Office Box Maintenance: MOTION was made by Howard Taylor and seconded by Pat Burns to have Management contact the US Postal Service to determine who is responsible to maintain and replace the existing mailbox stations.

MOTION PASSED.

Sales and Rentals

Rentals:

Unit # 1403: Lipschultz to Madden, nine months commencing 4/1/16.

Unit # 1604: McCulla to Lebofsky, annual commencing 10/1/16.

Sales:

Unit # 1103: Slapp to D'Lima, recorded 8/7/16.

Unit # 1001: HSBC to PBX, Ltd., closed 9/23/16.

Unit # 204: Johnson to Updegraff, closed 10/31/16.

Unit # 402: Cardona/Zajac to Francis, closed 10/19/16.

Unit # 303: Fontana to Kennedy, closing 11/4/16.

MOTION was made by Howard Taylor and seconded by Barb Shepler to approve the two rental and five sale applications, as submitted.


MOTION PASSED.

MOTION was made by Barb Shepler and seconded by Howard Taylor that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 11:21 A.M. The next Board meeting will be held on December 5, 2016, at 11:00 A. M. at the offices of Keys-Caldwell.

Respectfully submitted,


James S. Kraut,
For the Secretary