

NOTICE
BOARD OF DIRECTORS MEETING
AUBURN LAKES CONDOMINIUM ASSOCIATION, INC.
MONDAY, JANUARY 8, 2018
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 December 4, 2017.
4. Resignations and Appointments.
5. Communications and Announcements.
6. Reports of Officers or Committees
 - a. President.
 - b. Treasurer.
 - c. Beautification.
 - d. Social.
 - e. Web-site.
7. Unfinished Business:
 - a. Signs: no fishing, no trespassing, no soliciting, private property.
 - b. Clubhouse defibrillator.
 - c. Salt pool conversion.
 - d. SW Pools replace vendor?
 - e. Update all contracts with vendors. SW Pools increase. Lake Doctors.
 - f. Replace gates at trash areas.
 - g. North wall of complex facing Sawgrass needs cleaning and painting.
 - h. Pool equipment and clubhouse HVAC maintenance contract. Symbiont.
Alex's.
 - i. Pool gate fix status.
 - j. #401 status.
8. New Business:
 - a. Roof replacement RFP.
9. Sales & Rental Applications.
10. Next meeting: February 5, 2018 at 9:00 A.M. at Keys-Caldwell

11. Adjournment.

Bill Eftax, President Date Posted

MINUTES OF THE MEETING
BOARD OF DIRECTORS
AUBURN LAKES CONDOMINIUM ASSOCIATION, INC.
MONDAY, JANUARY 8, 2018
11:00 A. M.

Please visit our website at: www.auburnlakescircle.com

Good of the Association: No comments.

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

The meeting was called to order by the President, Bill Eftax, at 11:02 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 made at this meeting were unanimously approved by 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 Barbara Shepler to approve the minutes of the Board meeting of December 4, 2017, as presented.

MOTION PASSED.

Resignations and Appointments: None.

Communications and Announcements: None.

Reports of Officers or Committees.

- a. President: Deferred.
- b. Treasurer: Some double payments have resulted from the change in banks.
 1. Collections: Notices have been sent to all owners who are not current in their maintenance fee payments.

MOTION was made by Bill Eftax and seconded by Pat Burns to turn Unit # 1403 over to the Associations attorney for collection of the 2017 fourth quarter maintenance fees.

MOTION PASSED.

- c. Beautification: Howard Taylor reported that 1). The landscaping has been trimmed and dead plants are being replaced over the past few weeks. 2). Management will speak to the landscape company about checking the irrigation timers, as they are not running at the times posted on the website.
- d. Social: No report.
- e. Web-site: Gerry Fortin reported that the rental module is up to date showing what units are being rented and for how long. The module will be updated on a quarterly basis.

UNFINISHED BUSINESS.

- a. Signs-no fishing, no trespassing, no soliciting, private property: MOTION was made by Howard Taylor and seconded by Gerry Fortin to approve the purchase and installation of two "Private Property, No Trespassing, Violators Will Be Prosecuted", signs and five "Private Property, No Trespassing, No Fishing", signs at a cost not to exceed \$600, as presented.

MOTION PASSED.

- b. Clubhouse Defibrillator: Tom Madigan reported that he has purchased the AED for a cost of \$1,200, with 1/2 of the amount being paid for by the Social Committee.
- c. Saltwater Conversion: Two bids have been received. It was the consensus of the Board that no action be taken at this time.
- d. Southwest Pool Replace Vendor: No action will be taken at this time and this item will be removed from the agenda.
- e. Update all Contracts with Vendors: It was the consensus of the Board to take no further action on this request. The Secretary requested that if the Board is not going to pursue formal contracts, then the current agreements should be properly identified as proposals.
- f. Replace Gates at Trash Areas: Howard Taylor will be meeting with a contractor in the next few days to discuss the trash gates and the pool gate.
- g. North Wall of complex facing Sawgrass: MOTION was made by Tom Madigan and seconded by Howard Taylor to share the cost of cleaning and painting the North side of the North wall at a cost not too exceed \$900.

MOTION PASSED.

(For: Burns, Fortin, Madigan, Shepler, St. Pierre, Taylor. Abstain: Eftax).

- h. Pool Equipment and Clubhouse HVAC Maintenance Contract: Deferred.
- i. Pool Gate Status: Covered.
- j. Unit # 401 Status: Three members will be appointed to the Compliance Committee prior to the Certified letter being sent to the owners of Unit # 401, providing the opportunity to object to the suspension of common area privileges voted on and approved at the December 4, 2017 meeting.

NEW BUSINESS.

- a. Roof Replacement RFP: Management has provided names and contact numbers of three contractors to Bill Eftax, Gerry Fortin and Tom Madigan to contact and set up interviews to provide proposals to re-roof all buildings.
- b. Association Updates: 1). Questions about the power washing proposal will be e-mailed to the contractor. The proposal will be voted on at the February meeting. 2). The request for the locking bathroom door was declined because of a building code issue.

Sales and Rentals: None.

MOTION was made by Howard Taylor and seconded by Gerry Fortin that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 12:44 P.M. The next Board meeting will be held on February 12, 2018, at 11:00 A.M. at the office of Keys-Caldwell, Inc.

Respectfully submitted,


James S. Kraut,

For the Secretary