

Renaissance I Association, Inc.
Announcement of Board of Directors Meeting
Thursday February 20, 2020 – 5:30 p.m.

Media Room * 750 North Tamiami Tr. * Sarasota, FL 34236

AGENDA

1. Call to order at 5:30 p.m. – President
2. Determination of a quorum – Secretary
3. Confirmation of proper meeting notice – Manager
4. Secretary’s Report:
 - A. Approval of meeting minutes for January 16, 2020 regular meeting.
5. President’s Report
6. Rosemary Place Master Association Report
7. Treasurer’s Report
 - A. Financials
 - B. Delinquencies
 - C. Ratify payment from reserves
8. Old Business - None
9. New Business
 - A. Ratify signing contracts – if any
 - B. Appoint committee members
10. Report on Rosemary District and surrounding areas
11. Committee Reports
 - A. Architectural committee
 - B. Facilities committee
 - C. Garage Beautification committee
 - D. Security & Safety committee
 - E. Social committee
 - F. Any additional committee reports
- 12. Owner Comments – must sign up to *speak to agenda items*. Sign-up sheet is in Admin office.**
13. Management Report
14. Adjournment

Next meeting date: March 19, 2020

Submitted by Kathy Grandt, Community Manager

Posted February 17, 2020

APPROVED

The Renaissance I Association, Inc. Board of Directors Meeting Minutes Thursday, February 20, 2020

Call to Order: President Deborah Codella called the meeting to order at 5:30 p.m. in the Renaissance Media Room located at 750 N Tamiami Trail, Sarasota, FL 34236.

Determination of Quorum: Present for the Board were: President Deborah Codella, Treasurer Reva Mitchell, and Director Dave Landsperger constituting a quorum. There were approximately 23 homeowners present. Also present was Kathy Grandt, community manager.

Confirmation of Proper Meeting Notice: The notice for the meeting was posted on February 17, 2020, in accordance with Florida statutes and the Bylaws of the Association as attested to by the community manager, Kathy Grandt.

Secretary's Report: On behalf of Secretary Pam Mones, Kathy Grandt presented the minutes of the January 16, 2020 regular meeting of the Board. **Reva Mitchell moved to approve the minutes. Deb Codella seconded the motion. The motion passed unanimously. (Motion 2020-05)**

President's Report: President Deb Codella reported the following:
The bulk agreement for cable services in the building expires in September of this year. Need to reactivate the committee to help with this. Call for volunteers was answered by Manny Lauria who said he'd serve but did not want to chair. Ms. Codella asked that residents not take staff from their duties for anything that is not an emergency. Rather they should report things they think need attention to Jennifer Shaffer or Kathy Grandt who will assign the task to the appropriate staff member. Ms. Codella also asked residents to minimize conversation with the staff. There are 10s of thousands of SF of common areas to be cared for by staff and they need all the time they have to keep it up to expected standards. Ms. Codella asked if anyone in the room is hearing loud sounds in the night. No one is hearing anything out of the ordinary.

Master Association Report: Dan Skoda, President of the Rosemary Place Master Association (RPMA), delivered the report. The monuments at the Coconut Ave entrance were cleaned. Still working on punch list with the developer.

Treasurer's Report: Treasurer Reva Mitchell delivered her report, as follows.

Financial Status

- January financial reports are not yet available. Awaiting a few invoices then 2019 books can be closed.

Audit

- The audit is clean. Just a couple of adjustments to be made before it is finalized. At first glance it appears that there will be a surplus of close to \$80,000. In that the 2020 insurance premium is higher than budgeted, holding some of those funds into the operations account is being discussed.

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Delinquencies

As of today, the delinquencies are at \$523.69. All of this is from a handful of people who have not adjusted for the 2020 increase in fees.

Ratify Payment From Reserves

4D Service Group	\$3,067.57	Repairs to 1st floor cooling tower pump
Hill York	\$5,939.50	Final payment for replacement of 3-ton A/C unit on the 2nd floor.
Zenith Insurance CO	\$630.00	Workers comp insurance
Rapid Security Solutions	\$4,495.69	progress payment for security upgrade
Hill York	\$6,536.00	refurbishment of one of the large A/C units on the roof.
Bouchard Insurance	\$161,849.63	Association's insurance premium, as approved by owners at the annual meeting

Reva Mitchell moved and Manny Lauria seconded to approve payments from reserves. The motion passed by a unanimous show of hands. (Motion 2020 – 06)

Old Business: None

New Business:

A. Ratify signing contracts. **Deb Codella moved and Manny Lauria seconded to approve the signing of these contracts. The motion passed unanimously. (Motion 2020 - 07)**

Mast Drafting & Design	Not to exceed \$810 for drafting & engineering for pergolas
Metro Gates	in the amount of \$2750 to repair main gate
Metro Gates	in the amount of \$1400 to repair damage at parking space on second level of the garage

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B. Committee Appointments.

- a. **Deb Codella moved and Reva Mitchell seconded to appoint Bruce Turner and Ron Lusen to serve on the architectural committee. The motion passed unanimously. (Motion 2020-08)**
- b. **Deb Codella moved and Manny Lauria seconded to appoint Bruce Leman to serve on the Electric Vehicle Chargers committee. The motion passed unanimously. (Motion 2020-09)**

Report on Community Affairs:

No report delivered.

Committee Reports:

- A. Architectural Committee: Marc Citrin reported on the ongoing in-unit projects. Ms. Codella asked Mr. Citrin if he had any additional information related to the renovation in unit 519 since there have been problems with that project. He had none to offer.
- B. Facilities Committee: Delivered by Dan Skoda. He reported on several pending and ongoing projects. (Details in manager's report.)
 - Mr. Skoda asked Dave Landsperger to give a report on the progress for the rebuild of the pergolas. Dave Landsperger reported that the committee has now identified a contractor for the rebuild and it is Tango Development. Mr. Skoda stated that the Facilities committee is recommending hiring Tango Development to rebuild the pergolas. **Deb Codella moved and Manny Lauria seconded that Board of Directors accept the recommendation of the Facilities Committee to hire Tango Development to rebuild the pergolas. The motion passed unanimously. (Motion 2020-10)**
- C. Security Committee – Delivered by Deb Codella. She reported that installation of the security system upgrade is nearing completion.
- D. Visitors Garage Beautification Committee: Delivered by Manny Lauria. He reported that the committee continues to meet with vendors for painting, fencing and signage.
- E. Social Committee – Delivered by committee chair, Marianne Lauria. Look for details about the annual Spud Night party which will have a St. Patrick's Day theme. Tuesday night gatherings continue to be a success.

Owner Comments: Owner said that she has a problem opening the door at the second floor entry/exit to the garage. It was explained that when it is as windy as it has been, the pressure in the building makes handling the exterior doors difficult. Another asked for signs to be posted in refuse rooms explaining what the red light means which is that the compactor is our to be emptied and cleaned. Mr. Landsperger mentioned that the bike room will be purged soon. Look for information related to this where notices are typically posted.

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Management Report: Report was delivered by Kathy Grandt, community manager and the full report is attached to this document. She highlighted a few projects and activities from her full report.

Adjournment: There being no further business to be conducted this date, **Deb Codella moved and Reva Mitchell seconded to adjourn the meeting. The motion passed unanimously and the meeting adjourned at 6:01 p.m. (Motion 2020-11)**

Respectfully submitted by Kathy Grandt, manager, on behalf of:
Pam Mones, Secretary
Renaissance I Association, Inc.

MANAGEMENT REPORT

February 20, 2020

Projects in Progress or Pending

1. Continued investigation of replacement of the pergolas being done by a subcommittee of the Facilities committee. The type of wood has been identified. Plans have been drawn. Searching for a contractor.
2. A contractor to repair the awning supporting structures has been identified – Seacoast, Inc. Seacoast is working with Slider Engineering to develop a work plan. We are aiming to begin the job early May.
3. Have received the work plan for repair of the ceiling of the second level of the garage. Waiting for a start date.
4. Pressure washing pavers around the building is ongoing.
5. Water softener for the cooling tower needs repair. Sharon is working with the owner of the Kinetico to get that repaired. Kinetico installed the unit. Harold of Hill York is also helping with this.
6. Seeking bids to replace the A/C unit that cools the back hall and admin office.

Maintenance Projects Completed

1. Security upgrade is finished, except for a few punch-list items. Several cameras were added, a new server, DVR and associated software were installed.
2. Various repairs to drywall around the building and in some units completed.
3. Three refuse chute doors that were not locking have been repaired.
4. Miscellaneous minor repair and maintenance projects were completed.

Miscellaneous:

1. A pipe in the ceiling in the north area of the lobby was leaking and required repair. The pipe repair and the drywall repairs have been done.

Housekeeping Projects:

1. First floor windows were cleaned.
2. Fitness center deep cleaned.
3. Cleaned guest suites after five check outs.
4. Brass tracks at the passenger elevators are in process of being cleaned. This is an ongoing project.
5. Stairwells were cleaned.
6. Each floor is vacuumed weekly.
7. Storage rooms are being cleaned. Items on top of them will be discarded.
8. Drains in refuse rooms are treated once a week. The chute doors – inside and out – are cleaned as needed but at least weekly.
9. Phone and electrical rooms on each floor are inspected/cleaned weekly.
10. Locker rooms are cleaned in the morning each day and inspected toward the end of the day in case they need to be cleaned again.

Projects that happen throughout the year:

1. Baseboards in common hallways are cleaned quarterly.
2. Residential doors are cleaned biannually.
3. Light fixtures in the elevator lobbies and in other areas in the building are cleaned monthly.

Managerial:

1. Received approximately 815 email messages since 01/15/2020. Wrote approximately 727 email messages.
2. Attended approximately 25 scheduled meetings. Approximately 43 unscheduled meetings.
3. Engaged in approximately 78 phone calls.
4. Attended three classes on various topics related to management and maintenance of an association and condo facilities.
5. Seeking a contractor to repair the damaged section of fencing on the second floor of the garage.
6. Working with engineering firm and contractor on contract for repair of ceiling on the second floor of the garage and the repair of the awning structures on the third level of the garage.
7. Met with individual Board of Directors members on various topics.
8. Working with Security Committee, as needed.
9. Assisted many residents with various situation and issues.
10. Working closely with maintenance and housekeeping staff on every day and special projects. There were approximately 82 impromptu meetings with Sharon on various topics and 23 meetings with Cynthia and Sharon.

Kathy Grandt, Community Manager

February 20, 2020