

## **Daytona Beach Ocean Towers, Inc.**

### **BOARD OF DIRECTORS MEETING**

Friday, May 11, 2018

Daytona Beach Ocean Towers, Inc. Board of Directors held a meeting on May 11, 2018 at the Daytona Beach Ocean Towers Clubhouse located at 2800 North Atlantic Ave., Daytona Beach, FL 32118. Notice of the meeting was duly posted on the Association property 48 hours in advance. Christina Honeycutt called the meeting to order at 2:30 PM. A quorum of the board was established with roll call and Directors present: Christina Honeycutt (President), Bernie Swenson (1<sup>st</sup> Vice President), Shirley Ellsworth (Treasurer), and Allen Lampman (Asst. Treasurer). Dave Aull (2<sup>nd</sup> Vice President) attended by phone conference. Peter Stavros (Secretary) and Charlie Blake (Asst. Secretary) were unable to attend. Ryan Boothby (Community Association Manager) represented Sentry Management, Inc.

Shirley Ellsworth moved to approve the minutes of the April 13, 2018 meeting as written and previously distributed. Allen Lampman seconded the motion and it was unanimously approved.

Shirley Ellsworth provided a Financial Report that is attached.

Sherry Edwards spoke for the Beautification Committee that one of the next goals of the Committee is to replace the rock around the Clubhouse.

Ryan Boothby met with Charles Adams regarding the load test to be done on the south deck. This will be done in conjunction with Universal Engineering. Items that are currently out for bid are the Landscaping and Pool services. Management has met with roofing contractors to correct the issue with the Elevator Tower Roof. The ductwork for the water heaters will be replaced so that the exhaust will be vented outside. A new vent will be installed on the upper roof also. There have been water leaks in the 16 and 9 stacks. There was a drainage backup on the first floor and this was due to the grease being poured down the sink by owners. Phase II of the concrete restoration has begun and the majority of the 11 and 9 balconies have had the balcony surface taken off. Bids have been received for the maintenance of the two generators.

Shirley Ellsworth made a motion to ratify the purchase of 13 new Speed Queen commercial washers with card readers and 16 new Speed Queen commercial dryers with card readers from CSC Service Works. The equipment that is replaced will be sold. Allen Lampman seconded the motion and it was unanimously approved.

Shirley Ellsworth made a motion to ratify the purchase of the letters on the west side of the building that were damaged by Hurricane Matthew. Bernie Swenson seconded the motion and it was unanimously approved.

Shirley Ellsworth made a motion to approve the proposal from G&W Roofing to replace the current roof on the elevator tower with a sloped TPO roof, replace the ductwork for the water heaters and to replace the vent. Allen Lampman seconded the motion and it was unanimously approved.

Shirley Ellsworth made a motion to approve the contract with Premier Elevator for the modernization of both elevators. Allen Lampman seconded the motion and it was unanimously approved.

Shirley Ellsworth made a motion to approve the contract for E-Cab for the changes needed to the interior of both elevator cars. Bernie Swenson seconded the motion and it was unanimously approved.

Shirley Ellsworth made a motion to approve the contract from Mcalister Flooring for the carpet and planking throughout the building and in the Clubhouse. Bernie Swenson seconded the motion and it was unanimously approved.

Christina Honeycutt spoke of the grill that was approved by a previous Board several years ago and Matt Christopher from Brown and Brown Insurance to see where on property if it would be insurable and if so where.

Allen Lampman made a motion to replace the tables and umbrellas at an approximate cost of \$3,000 and the funds should be taken from reserves. Bernie Swenson seconded the motion and it was unanimously approved.

Christina Honeycutt spoke of the short-term rentals (less than 30 days) that are taking place in the building and that this is a clear violation of the association's governing documents. Owners that are doing this will be notified by the association's attorney to cease and desist. Owners will need to provide copies of all leases to management, so that occupancy is known in case of an emergency. Owners are also to notify the front desk of guests that will be staying in the unit.

Christina Honeycutt spoke of the trash that accumulates in the beach way from owners and others. Owners that need to throw out items should contact management so that this can be scheduled for a bulk pickup.

Christina Honeycutt talked of forming a committee regarding the rewrite of the condo documents.

Bernie Swenson made a motion to approve the Collection Policy as it is written. Shirley Ellsworth seconded the motion and it was unanimously approved.

It was announced that Bernie Swenson would be resigning from the Board effective May 14<sup>th</sup>. He will be closing on the sale of his unit on June 1<sup>st</sup>.

Bernie Swenson made a motion to approve the appointment of Bert Finley to the Board of Directors to fulfill the remainder of the term of the 1<sup>st</sup> Vice President. Shirley Ellsworth seconded the motion and it was unanimously approved.

Bernie Swenson made a motion to adjourn the meeting at 4:31PM. Shirley Ellsworth seconded the motion and it was unanimously approved.

Signed

Peter Stavros, Secretary    Approved \_\_\_\_\_ Initialed \_\_\_\_\_ Date \_\_\_\_\_