

# *Venice Beach Apartments One, Inc.*

## Board of Directors Meeting Minutes **APPROVED**

Wednesday, March 16, 2016 at 5pm.

**Call to Order:** President Marsha McGovern called the meeting to order at 5:08 p.m.

**Quorum Establishment:** Present was President Marsha McGovern, Vice President Barry Josephson, and Treasurer Gerald Silva and directors Kathy Rumble and Mark Goodnight via skype. Owners present at the meeting: Eileen Ryan, Lorraine Silva, and Kristina Salness. Also present was Nicole Banks of Sunstate Management.

**Proof of Notice-** proof of notice was given in accordance with Florida Statute 48 hours prior to the meeting date and time.

**Approval of Minutes:** Jerry made a **MOTION**, seconded by Barry to waive the reading of the minutes and approve the February 11, 2016 minutes as presented. MOTION passed unanimously.

**Presidents Report:** No report.

**Treasurers Report:** Jerry confirmed the financial reporting is on track as February 29, 2016.

### **Unfinished Business:**

- Barry gave the update regarding the Land purchase. All land owners have been successfully identified. BB&T has approved the loan application.
- Board agrees that Larry can prep beds and install shell on March 25<sup>th</sup>. New plants and mulch, as approved, will be complete on April 12<sup>th</sup>.
- Nicole to call the daughter of unit #2 and get the information for the person who will check and maintain the unit. Horse and Chaise is not maintaining the unit. H&C only handles the rental.
- Nicole to send email to all owners requesting the contact information for the person responsible for the unit when it is vacant for extended period of time and an updated emergency contact.
- Board to review, prior to sending, a "Closing Your Condo Procedures".

### **New Business:**

- Nicole to contact landscaper regarding moving the berries from the palm trees along the street. Also, Barry to connect with the landscaper to discuss grass planting in the roadside areas where grass has not grown.
- Nicole to email after each meeting the approved minutes to all owners.
- Rental Procedure: Eileen reviewed the procedure stated on the website. Moving forward, Sunstate will handle to references and report back to the Board.
- Nicole will send in the email, asking anyone if they need a laundry room key. The intent will be to have the laundry room door locked overnight.
- The Board is discussing the possibility of removing all the shutters when the buildings are next painted.
- Tommy Bissonette to stop by and look at the light posts to be repaired or at least the tops secured.

**Meeting was adjourned** by Marsha at 6:20pm.

**Next meeting** will be Wednesday, April 20<sup>th</sup> at 6pm.

Respectfully submitted,

*Nicole Banks*

Sunstate Management