

**BOARD MEETING MINUTES**  
**SOMERSET @ ABACOA CONDOMINIUM ASSOCIATION**  
**Location: Clubhouse**  
**Meeting of the Board**  
**Thursday, August 28, 2008 – 7:00 PM**

Present: Eleanor Shay, Treasurer                      William Thomas, Secretary, via con. call  
          John Armstrong, President                     Robert Lynn, Director  
          Vera Stewart, Bristol Management

Meeting was called to order at 7:03 pm and a quorum was established with John Armstrong, William Thomas, via conference call, Eleanor Shay and Robert Lynn.

**Approval of Minutes from Previous Board Meeting:** Eleanor Shay motioned to accept the Minutes of July 31, 2008 with the addition of the Jupiter Police visit promoting neighborhood involvement, which was seconded by Robert Lynn and agreed unanimously.

**Financials:** July 2008 Financials were reviewed. Year to date Income through July is under budget by \$5,504.56, while year to date expenses were under budget by \$10,200.38. This is due to a decrease in insurance and under in Town of Jupiter-Bldg. Water by \$4,972.92. Over in Misc. Maintenance due to necessary repairs to bldg. 13. A separate account code will be created in August for bldg. 13 expenses for better tracking. Year to date income is a positive \$4,695.82. Bill Thomas requested confirmation on what the Unearned Maintenance ,3075 was.. A motion was presented by Eleanor Shay to accept the Financials for July 2008, seconded by Robert Lynn and agreed unanimously.

**Grounds and Irrigation:** The new irrigation contract with Treasure Coast was signed.

**Work Order Report:** The work order report was reviewed and would now be a part of the monthly meeting package.

**Architectural Request:** None

**Old Business:**

**Town of Jupiter Spokesperson – Road Status:** Letter presented from Town Manager and will be discussed further during budget preparation.

**Insurance Coverage – Philadelphia – Bldg. 13:** No new information to date.

**Status of Restoration - Bldg. 13 – 202:** Contractor schedule was reviewed and time frame extended due to continued infrared testing through Blue Star.

**Recycle Platform:** John informed the Members work was in progress and will be completed by the next Board Meeting.

**Status of US Mold – garage, bldg 13:** Robert Lynn motioned to accept US Mold to complete the mold remediation in garage 13, seconded by John Armstrong and agreed unanimously.

**Cement Caps and Insurance Coverage:** Vera has not received confirmation from RV Johnson.

**Financial Audit:** The Financial Audit was reviewed. A motion was made by John Armstrong to accept the 2007 Financial Audit, seconded by William Thomas and agreed unanimously.

**Status of Pool Chair Repair and Umbrella Cover:** Vera will look into other companies regarding the umbrella and will continue to follow up on the status of the furniture that had been picked up for repair.

**Status of Contracts to be Renewed for 2009:** John informed the Members all contracts were being reviewed as well as requesting proposals.

**A/C Condensation Lines. (Bldg. 2-3-13 & 14):** Alford Air furnished the Board with the detailed description of what is entailed in cleaning out the lines. "Vacuum out lines around buildings, clean out any algae from ground to first floor to eliminate build up. To be done yearly. Table for next meeting to approve association to reimburse Armstrong for a/c expense to clear line.

**Remove Contents of Club House Storage Area:** John informed the Members of the boxes of marketing material that was being stored and should be discarded as it will never be used and is a fire hazard at this point. John stated he would show the Board after the meeting.

**Neighborhood Safety & Security Discussion:** John encouraged involvement from the homeowners and again suggested the benefits of volunteers or building monitors and this was also in the newsletter going out with the statements.

**Establish Line Item for Bldg. 13 Expenses:** Vera informed the Board a separate line item will be reflected in the August financials.

### **New Business:**

**Newsletter Update:** Maureen will be submitting the quarterly newsletter to be mailed with the billing statements.

**Establish New Line Items for 2009 Budget:** John informed the Members the budget committee has been reviewing the budget and will meet to create more line items for the 2009 budget for better tracking.

**Bids for 2009 Budget Preparation:** Vera is in the process of requesting proposals for the grounds, irrigation, Maintenance, A/C drain lines. All contracts will continue to have a 30 day out.

**Pool Lighting:** John informed the Board the pool pole lights, gazebo and mailbox lights all operate off of one breaker and it would be more efficient to have the pole lights on a separate breaker so they would not have to be left on.

**Process to update leasing of units:** Vera informed the Board that an owner information update could be mailed. Bob motioned to also mail hurricane preparation and shutter installation instructions with Hurricane Hannah in the picture. This was seconded by John and agreed unanimously.

**Pool Safety:** Pool safety was once again brought up and it was recommended again homeowners should volunteer to monitor the pool on the weekends. Vera was asked to confirm what the association liability would should there be a casualty with a child accompanied by the parent.

**Street Poles have now been assigned FPL numbers thanks to John Armstrong's request and involvement.**

**Activate monitoring and recording of site:** Vera is to contact Complete Access and schedule a time for them to show us how to use the system.

**Next Board Meeting:** September 25, 2008.

Motion to adjourn made by John Armstrong, seconded by Eleanor Shay and passed with all in favor. The meeting adjourned at 8:30 PM.

Respectfully submitted,

Vera Stewart, LCAM  
For and on behalf of the Board of Directors  
Emailed 9/25 2:45 Pm