

BOARD MEETING MINUTES
SOMERSET @ ABACOA CONDOMINIUM ASSOCIATION
Location: Clubhouse
Meeting of the Board
Thursday, July 31, 2008 – 7:00 PM

Present: Eleanor Shay, Treasurer Carmella Smith, Vice President
John Armstrong, President Robert Lynn, Director
Vera Stewart, Bristol Management

Meeting was called to order at 7:02 pm and a quorum was established with John Armstrong, Carmella Smith, Eleanor Shay and Robert Lynn.

Police Officers representing the Jupiter Police Department began the meeting by introducing the effectiveness of Neighborhood Watch programs and the required community involvement to implement the program. They also provided the Members with a police incident report for Somerset and stated the number of calls/reports made regarding Somerset is very minimal. Quiet with few incidences.

Approval of Minutes from Previous Board Meeting: Robert Lynn motioned to accept the Minutes of June 26 and July 10, 2008 which was seconded by Eleanor Shay and agreed unanimously.

Financials: June 2008 Financials were reviewed. Year to date Income through June is under budget by \$5,942.70, while year to date expenses were under budget by \$8,711.65. This is due to a decrease in insurance and under in Town of Jupiter-Bldg. Water by \$4,670. Over in Misc. Maintenance due to necessary repairs to bldg. 13. A separate account code will be created for bldg. 13 expenses for better tracking. Year to date income is a positive \$2,768.95. Vera confirmed CD-ARs accounts have been established. A motion was presented by Robert Lynn to accept the Financials for June 2008, seconded by Carmella Smith and agreed unanimously.

Grounds and Irrigation: The new irrigation contract with Treasure Coast was reviewed. A motion to accept the contract as is was made by Eleanor, seconded by Carmella and agreed unanimously.

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. Vera is to continue following up.

Status of Developer Response to Bldg. 13: As discussed, it was confirmed to wait for the official documentation from the contractors to move forward in contacting Wood Partners.

Recycle Proposal: The proposals for the recycling platform were reviewed. A motion was made by John Armstrong to accept the M & J Maintenance proposal for \$2500, seconded by Robert Lynn and agreed unanimously.

Status of US Mold – garage, bldg 13: The leak from the a/c line has been repaired. Vera was instructed to contact US Mold regarding remediation of the garage.

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

Playground Mulch: Vera confirmed the new mulch had been laid at the playground.

Financial Audit: Vera informed the Board the 2007 Audit had not been completed but will be prior to the next Board Meeting.

Status of Pool Chair Repair and Umbrella Cover: Vera informed the Board she had not gotten an update from Casual Living. Robert Lynn said he spoke with them as he does business with them and he assured the Board it would be taken care of.

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): Vera was requested to get detail of work performed to clean out the lines.

Status of Hurricane Work Auth. Form: The Members chose not to sign Hurricane agreement at this time.

Pest Control – 121 Santiago: Vera informed the Board the shrub was removed at side of home where the rodents were housing which solved the problem; therefore no pest control expense was incurred.

Golf Cart Return: Vera confirmed one golf cart had been returned and the monthly expense will now be cut in half.

New Flower Arrangement: Thanks to Maureen Armstrong for her time in creating the new flower arrangement for the clubhouse lobby.

New Business:

Newsletter Update: Maureen is working on the quarterly newsletter. She also reminded the members of needed volunteers to represent each building.

Engineering Proposal for Moisture testing – Bldg. 13: The proposal from Blue Star Infrared Inspection Services was reviewed after John explained the process. Robert Lynn motioned to accept the contract in the amount of \$5,895, seconded by Eleanor Shay and accepted unanimously.

Restoration Contractor: The proposal from Black Diamond Gen. Contracting was reviewed. Robert Lynn motioned to accept the contract with change orders included, seconded by Carmella Smith and agreed unanimously.

Painting Contractor: John Armstrong motioned to accept the contract with Coastal Painting with the Benjamin Moore Specs., seconded by Robert Lynn and agreed unanimously. Painting to begin at building 13 after Infrared inspection and renovation is completed.

Establish New Line Item for Bldg. 13 Expenses: Vera was asked to set up a new code to better monitor expenses.

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 8:50 PM.

Respectfully submitted,


Vera Stewart, LCAM

For and on behalf of the Board of Directors