

**THE POINTE AT JUPITER YACHT CLUB  
CONDOMINIUM ASSOCIATION, INC.**

**Board of Directors Meeting  
Tuesday, August 18, 2009 @ 9:00 A.M.  
Location: Bristol Management  
1930 Commerce Lane, Suite 1  
Jupiter, Florida 33458**

- I. DETERMINATION OF A QUORUM**  
**Directors Present: Mr. Barry, Ms. Blackwood, (by telephone) Mr. Katz, Mr. Snell (by telephone).**  
**Directors absent: Mr. Sasso**  
**Bristol Management: Ms. Queen, PCAM and Mr. Flanigan, Maintenance Supervisor**  
**Guests Present: Matt Mitchell, Tequesta Agency, Ms. Barry, Mr. Krieger**
- II. CALL TO ORDER: A quorum being present, Mr. Barry, President, convened the meeting at 9 A.M.**
- III. RESIDENT COMMENTS:**
- a. Mr. Specce's letter regarding the washing machine was resolved.**
  - b. Mr. Specce's Letter regarding drywall. The Association had R.B. Brennan Companies do an inspection in two random units 207 and 604 air handler closets, along with checking the air handlers. The results were there was no Chinese drywall and the air handler units were in good condition. The Directors accepted the report and will keep it on file. It was decided to send the result page of the report out to the unit owners and put the notation on it as Steve Inglis suggested that there is no Chinese drywall. Mr. Snell will put it in the newsletter.**
  - c. Mr. Monty's request for Association information was completed.**
  - d. Mr. and Mrs. Lefton's letter dated July 12, 2009 was reviewed by the Directors regarding Mr. Monty's umbrella on his porch. The Directors decided to send the Lefton's a letter stating they reviewed their letter and are researching this matter. Ms. Queen will check the previous minutes to see if the umbrella was ever approved. They will also inquire if the umbrella is attached to the floor with bolts and screws, along with requesting from Mr. Monty when he received the approval letter for his umbrella.**
- IV. APPROVAL OF MINUTES – A motion was made by Mr. Snell to approve the minutes of the June 23, 2009 Board of Directors meeting. Linda Blackwood seconded the motion and it passed unanimously.**

**V. COMMUNICATIONS**

- 1. Presidents Report – Mr. Barry announced there was a Master Association Management meeting Wednesday, June 24, 2009 at 10:30 p.m., with United Community and Ms. Baxter regarding the Mangrove Trimming, in which Ms. Queen and Mr. Flanigan also attended. Again, we attended another meeting on July 1, 2009 at 2:00 p.m., with Sharon Caputo, with the Master Association and Victory Security Company who was going to do research on the security system and gates. Another meeting was scheduled for July 10, 2009 at 2:00 p.m. but was cancelled due to the security company needing more time on the results of their research. Mr. Barry said the Master Association received approval from WCI to repair the pumps and take the next level if needed to fix the main entrance fountains. Ms. Queen will work on getting the complaint regarding the lawsuit with WCI from The Pointe attorney for Mr. Snell to review and work on.**
- 2. Treasurer’s Report – Mr. Katz reviewed the Financial Statement dated July 31, 2009. Mr. Katz said the year to date was favorable by \$7,100. A motion was made by Mr. Katz to reclassify to the reserve the exhaust fan and pool heater expense. Linda Blackwood seconded the motion and it passed unanimously. Mr. Katz said he will let Patty Crump, the bookkeeper know. He will also tell her to reclassify the painting of the garage to the Exterior paint category.
  - a. Deferral of Reserve Review - Mr. Katz stated they should continue as planned and have the Reserve Study done.**
  - b. 2010 Proposed Budget – Mr. Katz said a rough draft of the 2010 Proposed budget will need to be started. Maintenance items will need to be reviewed. Proposed discretionary item and non discretionary items will have to be reviewed. Mr. Katz said the budget has to be approved in November****
- 3. Management Report – Ms. Queen reviewed the Management Report.
  - a. There was one lease recorded by Bristol from 1/1/09 to 8/14/09. Unit 208. A space will be put on the application asking the renters if their names and the unit they are living in can be posted on the bulletin board.**
  - b. There were two sales from 1/1/09 to 8/14/09. Unit 405 on 1/29/09 and Unit 603 on 2/26/09. A space will be put on the application asking the owners if their names and the unit they are living in can be posted on the bulletin board.**
  - c. There were no open work orders.****

**d. CCR History Report – Violations**

**On July 14, 2009 violation letters were sent to Mr. and Mrs. Specce for the parking of his bicycle and the removal of the storage chest from the garage. Mr. Specce called and said he was going to send a letter but one was never received. A second letter will be sent requesting the approval letter for the storage chest, along with a letter to the Master Association to establish the property his bicycle is parked on. The Directors requested sending a violation letter to Mr. Specce regarding his box in the common area of the storage room to be placed in his storage locker. On July 14, 2009 a violation letter was sent to Mr. & Mrs. Monty regarding the parking of their bicycle. Never heard from Mr. and Mrs. Monty. A second letter to Mr. Monty will be sent. A violation letter will be sent to Mr. Gordon regarding the box in front of his storage area that needs to be placed in his storage locker. His storage locker will be measured and he will be advised his locker is as large as all of them. A motion was made by Mr. Katz to deny Mr. Sasso the use of The Pointe's electricity and returning his \$100 check. Mr. Snell seconded the motion and it passed by majority.**

**e. Action Items Completed:**

**1. Mr. Flanigan reviewed that all the large sea grapes are being trimmed into a lower hedge. This is an extra budget item. The tree trimming is included in the budget. Mr. Flanigan reviewed his maintenance projects with the Directors. He confirmed Clear pools changed the drains to comply with the Virginia Graeme Baker act. Mr. Flanigan confirmed the tree trimming company presently trimming maintenance items and the ones that still need to be done. Mr. Flanigan will post his maintenance projects in the lobby but he did tell the Directors the north elevator gets taken down but the south elevator usually remains. Mr. Flanigan will get bids on window washing. The Directors are favorable in having them done twice a year. The first of November will be a good time. Mr. Flanigan was requested to get prices on temporary pads to protect the roof when A/C units are installed.**

- 2. Mr. Mitchell, with the Tequesta Agency reviewed the new HO6 law with the Directors. He told the Directors the new law has not been challenged yet as to consequences. Mr. Mitchell answered any questions. A motion was made by Mr. Katz to communicate with the unit owners the new HO6 law, have Bristol Management track the HO6 policies and have Bristol Management give periodic reports on the tracking. Chris Snell seconded the motion and it passed unanimously.**
- 3. The draft letter prepared by Steve Inglis, PCAM requesting all unit owners to get a HO6 policy was approved to send out to the unit owners. Mr. Snell will put it in the newsletter.**
- 4. Special Projects**
  - a. Security Procedure Reviewed – Mr. Barry requested everyone to review the Security procedure so a motion can be made and it be taken off of the agenda. Mr. Katz had concern about the guard putting packages inside a unit owner’s unit when they are away. That should only be done if they were approved by the unit owner. Mr. Katz stated they should only be allowed to go inside units when there is a leak, fire, or illness. Mr. Katz stated the security procedure was at the front desk but the security guard took too long to find it. He should have it at his fingertips. Ms. Queen will speak to the security guard. Mr. Barry said he will be the liaison for Security, Mr. Katz and Mr. Sasso for Maintenance, and Mr. Snell for Communication.**
  - b. Mr. Katz and Mr. Snell met with a Security System company with the thought of upgrading the camera system, a state of art recording system, with a option to add cameras in the garage for interior along with the exterior. Have a camera on the first floor of the building coming inward. It would not be on the exceeding floors. Mr. Katz said they should have a quote next week. The remote monitoring would be done at the central office. Mr. Katz said they can supply wireless cameras but the reliability is not as good as hard wire cameras. Mr. Katz told the Directors The Pointe has out dated and maxed out equipment right now.**

- c. Directory – The Directors thanked Mrs. Snell for a wonderful job in producing the new Directory. Mr. Snell said it will be printed the week following Labor Day.**

**F. OLD BUSINESS**

- 1. Annual Calendar Development – Mr. Barry told Ms. Queen the annual calendar looked good.**
- 2. Lefton Claim – Mr. Barry reviewed the Lefton Claim file. He noted the Insurance company communicated with the Lefton’s attorney requesting information numerous times and not receiving it. A letter will be sent to Mr. and Mrs. Lefton stating their insurance file was reviewed, in which the Association’s insurance co. requested information from the Lefton’s attorney and has not received it. It will note that hopefully everyone will receive mutual satisfaction.**
- 3. Volunteers for the Holiday Committee – A notice will be prepared to post asking for volunteers to serve on the Holiday Committee for one year.  
Mr. Snell will put this request in the newsletter.**

**G. NEW BUSINESS**

- 1. Cook Out/ Social – will be discussed at the September meeting.**

**H. NEXT MEETING DATE – September 22, 2009 at 9:00 a.m.**

**I. ADJOURNMENT – A motion was made by Mr. Katz to adjourn the meeting at 11:35 a.m. Mr. Snell seconded the motion and it passed unanimously.**