

Villa Towers Board of Directors Meeting
Wednesday, November 6, 2019
Meeting Minutes

Cathy Newman called the meeting to order at 10:06 am.

Roll call of Directors – Cathy Newman, Mike Leach, Cathy Gill, Rob Saari, Maria Kaliniak

Notice of meeting – Confirmed posted in elevators and lobby on November 2nd.

Secretary Report – Cathy G

- Cathy G moved to accept the minutes of the October 15th meeting minutes as previously emailed. Cathy N seconded. All in favor. Motion carried.
- Cathy G will post to the owner website.
- Dates for upcoming budget and annual meetings were recapped and confirmed, as follows:
 - Budget meeting: December 3, 2019 @ 5:30 pm
 - 14-day notice with proposed budget and proxy vote: November 19th
 - Annual meeting: January 23, 2020 @ 4:00 pm
 - 1st notice with request for nominations and proxy vote: November 25.
 - BOD Nominations due: December 14
 - 2nd notice: January 9

Treasurer Report – Mike L reported that the finance committee is currently working on the 2020 proposed budget. No financial reporting at this time.

Old Business –

- Fire pit guidelines for use (Cathy N) – Our insurance company had no particular interest in the firepit as it is considered same as the BBQ grill. Cathy N made a motion to accept the rules as read (attached). Cathy G seconded. All in favor. Comment from Tom N suggesting that we discuss with fire extinguisher company to see what they recommend. Rob S will discuss. The guidelines will be updated as necessary.
- Concrete Restoration Update (Cathy N/Mike L) – Ongoing and proceeding slowly.
- Walkway to the beach construction (Susan & Bob Hoffman) – Construction has begun; however, additional materials are required. They've been ordered at an additional cost of \$800 and currently awaiting delivery. \$3300 from last meeting + \$800, with new estimate it is not to exceed \$5,000.
- Maintenance Updates (Rob S) –
 - Hot water heater has been fixed.
 - Elevator on 12th floor and up is having issues. Service person arriving today. It was first reported to elevator company on the weekend.
 - Roof replacement proposal: 3 proposals received to date. Recommended granulated modified cap roof at \$87,000. Want to do before June 2020 when hurricane season begins. The overall estimate should be about \$90,000, plus \$299/year for annual inspection. Further details to be discussed when contract ready for BOD vote.

New Business –

- Comcast proposal (Cathy N) - Cathy, Mike, Jeff and Joe met for cable contract (not WiFi) because current contract is expiring in Aug 2020. Comcast has an enticement to renew contract now. Current \$46.84/unit with 5% escalation/renewal. If we accept new 5-year contract, rate will stay at \$46.84 for 5 years with 4%. Everyone would have same package but will now include HD. Those who already pay for it will see a \$10 reduction. Bobby Ferrera suggested that a 5-year contract sounds long considering that internet TV is the wave of the future. Mike L added that it locks future boards into a cable-only 5-year contract. Cable companies are getting away from packages to an a la carte offering of services and streaming. Cathy G suggested that the Association should no longer be covering cable, Cathy N pointed out that it is a huge savings for owners to bulk purchase. Cathy G proposed that we

table it so that it can be further researched. Mike L seconded. All in favor. Cathy N asked for tech-savvy volunteers to assist with the research. This should be taken up with owners and will be added to the Annual Meeting agenda.

- Villa Towers has a new email address: **board@villatowers.net** (Cathy G) - Secretary to manage incoming email, using basic email (free) package. Any service upgrades will be discussed in future, if needed.
- Armor Screen to remove hurricane screens will be done Nov 25. (Cathy N)

Adjournment: At 10:52 am a motion to adjourn was made by Cathy N. Seconded by Mike L. All in favor. Meeting adjourned.