

MANCHESTER IV CONDOMINIUM ASSOCIATION, INC.

A Corporation Not-for-Profit

SUBJECT: Minutes of the Board of Directors Special Meeting
DATE: Saturday, May 29, 2010
TIME: 9:00 A.M.
PLACE: Kings Point North Clubhouse, Atrium Room, 1900 Clubhouse Drive, Sun City Ctr., FL 33573

PRESENT: Board Members: Alice Gallagher, Harold Scott, Michelle Jolly, Nuri Georges.

1. **Opening** – A quorum was established, with four members present. The President, Alice Gallagher, called the meeting to order.
2. **Treasurer's Review** – Michelle Jolly and Alice Gallagher recently met with Pat Kaye of Merrill Lynch. The following issues were discussed and upon questioning Peter Schmidt of Continental, the following matters were resolved:
 - A. Change of address for Merrill Lynch statements and buy or sell confirmations will be amended to provide for Continental to get originals and Alice Gallagher, President to get copies.
 - B. The large balance in our operating account is partly the result of the refund we received last year from Brighthouse of \$17,200. Harold Scott made a motion to move \$15,000 from the operating fund to the Merrill Lynch Money Market Reserves which would leave a remaining balance enough to cover the Brighthouse fees for the year and still leave a cushion of approximately \$5,000 in the operating account. Nuri Georges seconded the motion and it passed unanimously.
 - C. Delinquency Reports – Michelle was referred by Peter Schmidt to Kevin Rhoades in A/R for a more detailed explanation of reports and will follow up with him.
3. **Unfinished Business**
 - A. **821 McCallister Ave proposal for curbing.** Harold Scott made a motion to spend \$600 for approximately 25' of concrete curbing to be installed by Hubble Nursery at this corner. It is hoped this will eliminate future damages to the property. Michelle Jolly seconded the motion and it passed unanimously.
 - B. **Lawn and Landscape Matters** – Nuri Georges reported the following:
 - (1) That he spoke with Luis from Valley Crest and confirmed that trash is picked up on the day of mowing. The County comes on Friday to pick up and residents should put out their lawn trash by Friday morning or risk being skipped till the next week.
 - (2) Tree trimming will take place over the next two weeks in the entire association, including palms and oak trees. The rule states that oak tree branches within 5' of the roofs must be trimmed.
 - (3) The yellowing of some lawns is caused by a fungus, and Valley Crest has sprayed those areas, expecting a cure.
 - (4) John Cornelius of Valley Crest informed him they are surveying all of Kings Point in order to give each Association an estimate for sod replacement. Their goal is to have it done before the rainy season.
 - (5) He and Alice Gallagher did three inspections to date of the lawn and landscape conditions and found that by the third inspection, some of the damaged areas-were showing signs of improvement. Alice also mentioned Hank Hosman's Lawn & Landscape Committee recommendation that Bahia 419 seed could be effective in filling in some of the grassy areas. It was decided we would wait before we invested money in this seed.

- (6) That the Board has spent approximately \$2- \$3,000 a year on sod replacement over the last few years. He suggested that perhaps we should assess each unit owner \$3-\$5/month increase to cover these costs. The Board will consider adding this to the L&L line item in the fall budget.
 - (7) The common area behind 804-806 Manchester Woods Drive needs some shrubbery between the two trees as it looks too bare. This item is already on the list for the proposal Valley Crest is preparing for us. Nuri suggested we use 'elephant ears' or another hearty shrub that Valley Crest might recommend.
 - (8) Alice Gallagher reported that the drainage grate along Kings Blvd. has lifted away due to erosion of the soil and needs repair. Alice will write a letter to Dana Phillips of Continental reporting the problem.
- C. 810 Manchester Woods Drive** – Resident Walter Dunn reported a claim of water damage to his back door and possible water leakage into the unit from outside. After inspection by Bill Kattenhorn, the Building Maintenance Coordinator at Continental, a determination was made that the damages were the responsibility of the unit owner. Mr. Dunn was provided with a list of contractors qualified to do the necessary repairs. A full accounting of the matter was reviewed by the Board and placed in the files for the record.
- D. Driveway – Power washing Proposal**
- (1) The quotes we received from the first contractor were discussed. It was decided to obtain additional bids and Alice Gallagher will prepare the specs using the measurements provided and submit them to Continental.
 - (2) Since it is not in the Rules that we can compel residents to have their cement driveways power washed, we can only request they do it. The Board will add this maintenance issue to the updated Rules.
- 4. Miscellaneous**
- A. Manchester Signs** – Alice Gallagher reported that questions had arisen as to responsibility for the maintenance of the wooden sign at the Manchester Woods Drive entry from Kings Blvd. Alice wrote a letter to Mike Anderson, President of Manchester III, outlining the history of this problem. Copies were given to all Board members and will be placed in the file. Alice will follow-up on this project.
 - B. Hurricane Notices** Hurricane Notices will shortly be posted on the bulletin boards and the website.
 - C. Plumbing** –Some residents have heard that there is a Florida law which states that a home must be re-plumbed before it can be sold. Alice asked the Board members to answer any residents' concerns with assurances that this information is false-
 - D. Solar Lights** – Nuri Georges reported that there were one or two residents who had placed solar lights along their driveway paths. Alice Gallagher pointed out that no modification forms had been submitted for this, and if they had, the request would have been denied under our present Rules. A request will be directed to Continental to have a letter sent to these residents stating that solar lights are to be restricted to the planting beds only as they prevent a hazard to the landscapers. This subject will be included in the Rules update.
 - E. Carriage Light Fixtures** - The feasibility and possibility of replacing all 140 fixtures for the 70 unit owners was discussed. Nuri Georges and Alice Gallagher will survey the units to determine the condition of the present fixtures and, if deemed necessary, obtain samples and pricing for replacement.

Michelle Jolly made a motion to adjourn. Nuri Georges seconded, and the meeting was adjourned at 10:15 a.m.

Respectfully submitted by

Michelle Jolly
Secretary/Treasurer