

**CEDAR HOLLOW AT TARA CONDOMINIUM ASSOCIATION, INC.
BOARD MEETING MINUTES – SEPTEMBER 12, 2023 – 6:30 PM
TARA PRESERVE COMMUNITY CENTER
7340 PRESERVE LANE, BRADENTON, FL 34203**

CALL TO ORDER / CERTIFYING A QUORUM – The meeting was called to order by President Angela DeAngelis, at 6:30 PM. Another Board member attending in person was Vinnette Palmer. Dwight Guth and Ralph Ditillio attended via phone. A quorum was established. Bill Sutton, CEO, LCAM, attended representing Progressive Community Management, Inc. (PCM). Angela announced that Mary-Ellen Russo-Jasinski had resigned. Angela announced that this was a Board of Directors meeting. There were 27 members in attendance.

PROOF OF NOTICE – Notice was posted in accordance with the Bylaws of the Association and requirements of the Florida Statute.

GUEST SPEAKERS – JIM CIRILLO, JR. OF GCM INSURANCE & RISK MANAGEMENT, INC, AND RICKY MCGRAW OF SOUTHERN FLORIDA RESTORATION (SFR). A lengthy summary of our IRMA 2017 claim was presented with extensive comments from Jim, Ricky and Bill Sutton, all of whom have had extensive experience with hurricane damage claims. A summary of the insurance discussion was provided to all owners by the Board.

APPROVAL OF MINUTES – Vinnette Palmer **motioned**, seconded by Ralph Ditillio, to approve the minutes from the May 9, 2023 board meeting. **The motion passed unanimously.**

PRESIDENT’S REPORT and BOARD RESPONSE TO “CONCERNED OWNERS” ZOOM CALL – Angela addressed the issue of “concerned owners” as it relates to Board operations and communications. The Board will be continuing with its operations in accordance with the Association’s By-Laws and conduct our meeting as a Directors Meeting. Owners comments are acknowledged during Board discussions. Minutes, once approved, are posted to the Website. Monthly financials are posted as available. (*cedarhollowtara.org, owner password CHT2023*)

FINANCIAL REPORT – Ken Palmer reviewed the July 2023 financials. Angela DeAngelis **motioned**, seconded by Ralph Ditillio, to approve the July 2023 financial report as presented. **The motion passed unanimously.**

COMMITTEE REPORTS

1. **Budget** – No report. Comments on 2024 Budget in New Business.
2. **Lawn and Grounds** – Barbara Mosher gave a detailed report on our landscaping improvements, including extensive irrigation repairs. Tree trimming is on the schedule. Sod replacement will occur in the most severe areas and as much as our landscaping budget can absorb this year. We are aware of the “hard prune” of shrubbery adjacent to our buildings and will address those bushes which are not recovering.

3. **Pool** – Ralph Ditillio and Dwight Guth – The conversion to a salt pool was completed this summer and that the operations were fine. Reports were favorable and the deteriorating conditions in the pool house have ceased. Ralph Ditillio thanked Sam Samfilippo, Jay Alan and Barb Mosher for securing the pool furniture prior to the hurricane.
4. **Buildings / Grounds / Exterior Lighting** – Ralph reported that Fire Safety would soon be repairing the 3rd Fire Alarm panel which had been identified as defective. He reported that nearly \$20,000 had been spent on our fire alarm and suppression system outside panels this year. Also, about three weeks ago we had a report of a leak in a garage. This occurred on a weekend and on Monday Aqua Plumbing & Air responded and after extensive work an inground broken pipe was repaired.. The cost of repair is about \$2,000. Scott McMillan was contracted to finish stucco repairs.
5. **ARC** - An owner submitted an ARC form requesting installation (during storm conditions) of storm shutters was discussed. The Association has an approved shutter, installed on several units, and referred to in the Welcome to Cedar Hollow Brochure. The requested shutter is significantly different from the approved shutter. The request was denied and the Board stated that to approve additional styles of storm shutter would require the Board and membership to vote on accepting shutters other than those approved. No further action was taken at this time.
6. **Leasing** – Gerry Kardosz – there are 5 non grandfathered units and 1 grandfathered unit under lease.
7. **Communications/Website** – Vinnette Palmer reported the website had been active in August with over 100 visits and over 70 visits to the owner portal.
8. **Welcoming** – 7105 Sally Hopp was welcomed to the community.
9. **Social** – Gerry Kardosz reported no activity over the summer.
10. **Fines** - No report

OLD BUSINESS –

1. **Lanai repairs** – Ralph reported that the Association has secured a handyman for minor repairs and that a program of replacing lower lanai screen screws would be done this fall. There are more than 20 lower units that need to have the screws changed to stainless steel.
2. **Fire Extinguisher Certification Update** – There is still an outstanding list of several owners who have not complied with the fire extinguisher certification. Judie is working with Angela on this.
3. **Backflow Update** – All the backflow preventers and the fireline backflows were inspected and certified. One at 7240 needed to be rebuilt and will be completed next week.
4. **Fire Suppression and Alarm System Panel Update** – Ralph reported that there have been three panels that needed to be replaced this year and due to unavailable repair parts , these repairs cost about \$20,000. This expense had not been anticipated.

NEW BUSINESS -

1. **Ratify fire Sprinkler Inspection Repair Contractor** - Ralph had reported that the 3rd alarm panel, which had been identified as defective in September 2022, and not repaired, was scheduled to be fixed this month. Angela DeAngelis motioned, seconded by Dwight Guth, to accept Piper Fire’s proposal to repair the fire alarm panel at 7273. **The motion passed unanimously.**

2. **Owner Deductible Request** – Jim Cirillo, the Association’s insurance agent, commented that the damage was considered sudden and accidental. The owner had requested the board pay his \$1,000 deductible. The Association’s attorney was solicited. Angela DeAngelis motioned, seconded by Ralph Ditillio, to accept the attorney’s statement and deny the requested reimbursement. **The motion passed unanimously.**
3. **Sprinkler Repair Update** – Vinnette reported that we are working with Fire Safety, Inc. on a schedule to repair the defective sprinklers, which is expected to start in a few weeks. Owners with noted discrepancies within their units will be given sufficient notice of their repair date. Angela DeAngelis motioned, seconded by Dwight Guth, to accept the Fire Safety, Inc proposal to repair the sprinkler alarm deficiencies noted in the June 5th inspection report. **The motion passed unanimously.**
4. **Budget Preview** – Ken Palmer reported that work had begun on the 2024 Budget and areas of greatest focus were Association General Property Insurance, landscaping and our fire protection system. A full budget presentation will be given to the Board in October. Owners will receive a copy of the 2024 Budget Proposal at least two weeks before the November 14th Board meeting at which time the Board will vote to approve the budget for next year.
5. **Management Firm Concerns** - Vinnette reported she and Angela had a meeting with Bill Sutton, PCM President, and Bill said “yes” to make a change in our LCAM. As a result, the Board decided that Cedar Hollow would continue with PCM as our property management firm. Judie Littell will be our Property Manager until such time as a new CAM is announced.
6. **Board Status** – Angela stated that she had no intention of being a candidate for the Board in the new calendar year. This sentiment was affirmed by Vinnette Palmer, Ralph Ditillio and Dwight Guth.

OWNERS QUESTIONS AND COMMENTS - Teri Dangel thanked the Board and Barbara Mosher for her work in restoring the landscaping in the community. An owner stated the pool deck is slippery, the Board will forward the concern to the Chair of the paint committee for follow up. Several owners gave their support to the Board and Committees.

NEXT BOARD MEETING – The next Board meeting will be on October 10, 2023 at 6:30 PM at the Tara Preserve Community Center.

ADJOURNMENT – There being no further business to discuss, Vinnette Palmer **motioned**, seconded by Angela DeAngelis, to adjourn the meeting. **The motion passed unanimously**, and was closed at 9:30 PM by President Angela DeAngelis.

Respectfully submitted,

Judie Littell, LCAM
Progressive Community Management, Inc.
Managing Agent for Cedar Hollow at Tara Condominium Association, Inc.