

# Madeira on Marco Island Condominium Association, Inc. Board of Director's Meeting July 2nd, 2007

**Meeting called to order at 1:00 PM at the Library in Madeira on Marco Island Condominium. Quorum established.**

**Attendees: Jerry Speltz, President  
Ed Deichmeister, Board Member  
Doug Thompson, Board Member**

**Call to Order:** Jerry Speltz

**Approval of Minutes from Board of Directors Meeting from May 24, 2007:** Ed would like to add Claire O'Connell's inquiry to if 2 assessments would be paid by the Mercurios. Ed will modify the Minutes and reissue them.

**New Business:**

- I. Assignment of New Officers:
  - a. Jerry motions for Doug Thompson to be President. Motion Unanimously Approved.
  - b. Jerry motions for Ed Deichmeister to be Vice President and Treasurer. Motion Unanimously Approved.
  - c. Ed motions for Jerry Speltz to be Secretary. Motion Unanimously Approved.
- II. Review Assessment Delinquencies: 1104 is delinquent due to oversight, and will be paid immediately. PH202 is delinquent and has been sent to the Attorney to place a lien. Inquiry was made as to when the Developer began paying his assessments. The response was that the Developer paid Assessments beginning on October 1, 2007.
- III. Budget Review: Denise Liptak, of Lincoln Property Company, gave a synopsis of the Budget. Projections imply that the budget will be to the positive \$169,104.01. Ed motions to return to 24 hours a day, 7 days a week security. Motion Unanimously Approved.
- IV. Decide Upon Approval of Proposed Engineering Report: The Developer offers to fund up to \$20,730.00 if the Report is complete in the next 120 days. Ed motions to hire W.J. Johnson & Associates to complete the Engineering Study. Motion Unanimously Approved. The Board requests that Charles Heffner and Bernard Rath, employees of Madeira on Marco Island Condominium Association, Inc,

- provide a written list of known defects to the Board of Directors, as well as a list current Punch List Items.
- V. Determine Charge for Estoppel Letters, if any: Ed motions to charge \$150.00 for Estoppel Letters. Motion Unanimously Approved.
  - VI. Determine Charge for Transfer of Ownership Fee, if any: Doug motions to charge \$100.00 for Transfer of Ownership Fee. Motion Unanimously Approved.
  - VII. Determine Amount of Proximity Cards that Should Be Allotted to each Unit Owner: Jerry motions for each Unit to be allotted 4 Proximity Cards. Motion Unanimously Approved. In addition, Ed motions for temporary cards to be purchased for \$25.00 each, and are allowed to have a maximum life of 1 week.
  - VIII. Decide if there should be a Change of Ownership Application Process: Doug receives verification that this is a form providing information only, and does not require approval from the Board. Jerry motions to institute the Change of Ownership Application Process. Motion Unanimously Approved.
  - IX. Decide if Unit Owners and Guests should be required to Check In and Out with Management upon Arrival/Departure: The Board discusses that it is important to know who is on site for emergency purposes. The following information should be given at check-in: name, unit number, number of people in party, vehicle information, date arriving, date departing, cell phone number, and if any special needs are required. Ed motions to require all owners and guest register with Management. Motion Unanimously Approved.
  - X. Determine if Special Vote to Change Number of Board Members Should be Held: Doug motions to have vote to increase the number of Board Members from 3 to 5. Motion Unanimously Approved.
  - XI. Determine if Special Vote Should be held to Allow Storm Shutters to be lowered at Unit Owner's Discretion: Ed motions to hold meeting to vote to allow storm shutters to be lowered at Unit Owner's Discretion. Motion Unanimously Approved.
  - XII. Determine if Assessments Should Include Reserves for 4<sup>th</sup> Quarter: Jerry recommends implementing Reserves beginning in 2008, as the budget is already set for 2007.

**Additional Items:**

- I. Ed requests that the Property Manager get three bids for Pool Maintenance.
- II. Ed requests that the Property Manager get three bids for Landscape maintenance.
- III. Ed motions to add additional security cameras in garage to monitor the Service Elevators. Motion Unanimously Approved.
- IV. Doug would like to look into implementing the following committees: Finance, Social, and Building/Grounds
- V. Ed motions to change all Common Areas to be accessible by the Unit Owner's Key to their unit. Motion Unanimously Approved.

Meeting Adjourned at 2:45 PM.