

Ventura at Turtle Creek Condominium Association, INC
Tuesday, July 16, 2019
Ventura Clubhouse
Minutes From the Board of Directors Workshop

Four of the five Board members were present, Marta Pina, Rich Zagagoza, Marco Pochy and Ellen Keane

Call to Order The meeting was called to order at 4:32 p.m. by Secretary, Ellen Keane

Proof of Notice The meeting was posted on the bulletin board at the mail kiosk on Thursday, July 11, 2019

This was the first workshop meeting held since the Board was expanded to 5 members. This meeting was requested by Marta Pina and Rich Zagagoza.

AGENDA

Lawsuit

One request letter was received regarding a loss of property on September 10, 2017. This matter was referred to the Association's attorney.

A second request was for Discovery information regarding one resident's accident which happened in May. CAM is forwarding request to Association's insurance company for further response.

Use of car wash

Discussion regarding the use of the car wash station by outsiders. It was recommended That the issue be watched to see if it was a trend.

Leland Management Co

Discussion regarding the lack of additional hours for the CAM who currently only provides 5 hours per week. Marco related that LeLand would not provide additional hours. The failure of the Management Company to maintain accurate records of owners and renters was discussed. Discussed replacement of the management company when contract ends at the end of this year.

Roles of Board Members List of roles and responsibilities was distributed. The duties are specific to this Board and current activities that they are involved in. This is in the development stage since there is no work descriptions or any written operational manual with procedures at this current time.

Much discussion regarding enhancing the Association's website, which Rich is working on. He described his vision, which includes the ability of each Director to add information to the site, separate email addresses and maintaining and posting required documents. A list of documents that need to be on the website was provided by the Secretary. The current vendor can provide all this for an additional cost of \$20. This matter will be voted on at the next Board Meeting.

Official Documents Secretary read a piece from State Statute 718 regarding the use of email as a means of communication, It can be used but not to cast a vote. Marco provided clarification that as long as the contract has been previously approved prior to the email, email can be used to approve.

A discussion ensued about the lack of tenant and owners information. Marta and Ellen have been working on developing a current list to determine the percentage of renters in each building and for the property as a whole, which impacts the value of the Association's property. At this time, it appears that we are at a total of 30.25%. The list will be updated and maintained. In addition, the list is being used to collect outstanding debts owed to the Association by curtailing owners from renting their property if they have an outstanding debt and by following up with the CAM to make sure that owed money is collected at the time of a sale.

Rental of Administration Building In the past two months the Clubhouse been rented out twice. This is a free benefit to owners. However, Ellen discussed that for wear and tear purposes of the property, water and electricity, some fee should be collected. This matter should be brought to the Board Meeting for a vote.

Disposal of garbage Discussion ensued regarding the improper disposal of garbage with residents throwing garbage over the top, putting large inappropriate materials in the dumpster.

Tenant Evaluation Program This program was instigated by Management company but it belongs to us. Since there have been so many problems with access, we need to learn more and decide if it works for us.

Meeting Adjourned 5:58 pm

Your presence is welcomed, but not necessary at this workshop. There is no open forum for Ventura Members. Workshops are for informational/ agenda formulation purposes only.
No Motions are made during this workshop.

Posted by Ellen Keane, Secretary on 07/ /19 per Chapter 718 Requirements