



Palma Sola Harbour Condominium Association, Inc.

9410 Catalina Drive, Bradenton, FL. 34210

Phone 941-792-3532 Fax 941-792-2820 Emergency/After-Hours 941-792-3532

Web Site: www.pshcondos.com Email: matthew@pshcondos.com

Board of Directors Meeting March 19th, 2015

The meeting took place at the clubhouse of Palma Sola Harbour and started at approximately 3:00 pm.

I. Calling of the Roll

Seven of Seven Board members were present, which established a quorum. Present were: Mrs. Marge Andrusko, Mr. Erv Jurs, Mr. Jim McConnell, Mr. Rod Strom, Mr. Tom Hanrahan, Mr. Sig Von Barga and Mr. Jack Flynn. In addition Mr. Matthew Edwards, the Community Association Manager was present.

II. Approval of any prior Meeting Minutes

- A. The Board meeting minutes of February 19th 2015 stand approved as presented.

III. Officers and Committee Reports

- A. **Manager's Report** – Mr. Edwards updated the Board on the replacement of the pool heater, maintenance plan for the seawalls as well as an update on the collapsed building.
- B. **President's Report** – Mrs. Marge Andrusko stated that Andy Andrusko has resigned from the interviewing process for new owners/renters. Carole Coamey was chosen as his replacement and she accepted. Mrs. Andrusko will be posting a list of committees and committee members on the bulletin board at the clubhouse. Mrs. Andrusko also thanked everyone for a successful Flea market event.

IV. Unfinished Business - None

V. New Business

A. 2015/16 Insurance - Consideration and Vote

Mr. Matt Mercier presented the insurance policies for PSH that go in to effect April 1st, 2015- March 31, 2016.

MOTION: Mr. Erv Jurs made a motion to approve the presented insurance policies, less the law and ordinance for a total of \$182,334.35. The motion was duly seconded by Mr. Tom Hanrahan. Motion carried 7-0.

MOTION: Mr. Erv Jurs made a motion to open a separate insurance savings account, which will hold any surplus funds from the budget insurance amount. The motion was duly seconded by Mr. Jim McConnell. Motion carried 7-0.

B. Owner Gate Codes – Consideration and Vote

Several owners have been given personal codes to enter the PSH security gate. A discussion followed if this procedure should be continued.

MOTION: Mr. Jack Flynn made a motion to cancel all personal codes except for essential personnel and special needs. The motion was duly seconded by Mrs. Marge Andrusko. Motion failed 2-5 with Mr. Erv Jurs, Mr. Jim McConnell, Mr. Rod Strom, Mr. Tom Hanrahan and Mr. Sig Von Barga voting no.

MOTION: Mr. Erv Jurs made a motion to create a 4 digit code for all owners that will change every 90 days and cancel all personal codes except for essential personnel and special needs. The motion was duly seconded by Mr. Rod Strom. Motion carried 6-1 with Jack Flynn voting no.

C. Board Approval of Flea Market Items – Consideration and Vote

The following Flea Market items were requested to be approved by the Board of Directors. Concert in the Park, Beautification Program, PSH Telephone Book, Workshop Tools, Clubhouse Countertops Sink and Faucet, Umbrellas, Extension of Wi-Fi, Pressure Washer, Storage Units for Shuffleboard and Tennis Equipment and Shuffleboard maintenance materials.

MOTION: Mrs. Marge Andrusko made a motion to approve the above Flea Market items. The motion was duly seconded by Mr. Jim McConnell. Motion carried 7-0.

MOTION: Mr. Erv Jurs made a motion to approve the installation of sail shades for the shuffleboard court by volunteers of PSH. The motion was duly seconded by Mr. Jim McConnell. Motion carried 7-0.

MOTION: Mrs. Marge Andrusko made a motion to approve the installation of one Pickleball court within the tennis courts and the amendment of the rules and regulations allowing for any racket sport on the tennis courts. The motion was duly seconded by Mr. Jim McConnell. Motion carried 7-0.

D. Violation Policy and Procedure – Discussion

Mrs. Marge Andrusko explained that a PSH violation policy which would include a violation chart be drawn up by a committee meeting that is in accordance with our condominium documents and in a fair and consistent manner. The committee will bring their recommendations to the Board for approval. A discussion followed.

E. Legal Discussion on Collapsed Building – Closed Meeting

V. Adjournment

There being no further business, President Mrs. Marge Andrusko moved to adjourn. The meeting adjourned.

Meeting Minutes prepared by
Palma Sola Harbour
Condominium Association Inc.

Matthew Edwards, CMCA
Community Association Manager

Palma Sola Harbour
Condominium Association Inc.

Rod Strom
Secretary



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Board of Directors Meeting February 19th, 2015

The meeting took place at the clubhouse of Palma Sola Harbour and started at approximately 3:00 pm.

I. Calling of the Roll

Six of Seven Board members were present, which established a quorum. Present were: Mrs. Marge Andrusko, Mr. Erv Jurs, Mr. Jim McConnell, Mr. Tom Hanrahan, Mr. Sig Von Bargen and Mr. Jack Flynn. In addition Mr. Matthew Edwards, the Community Association Manager was present.

II. Approval of any prior Meeting Minutes

- A. The Board meeting minutes of January 15th 2015 stand approved as presented.

III. Officers and Committee Reports

- A. **Manager's Report** – Mr. Edwards updated the Board on the proposed repair for the outgoing security gate, status of the pool heater, maintenance plan for the seawalls as well as the list of items on the informational email blast going to the owners.
- B. **President's Report** – Mrs. Marge Andrusko talked about the hiring of the Public Adjusters for the damaged building as well as ordering the county permit for the reconstruction.
- C. **Legal Committee Report** – Mr. John Gardner discussed the current status of two lawsuits brought on by the collapsed roof at 3879 Catalina Drive.

IV. Unfinished Business - None

V. New Business

A. Roof Bids - Consideration and Vote

Mr. Edwards explained the overall roof bid summary and presented bids for the 4 roofs needing replacement. Also included were the bids for the replacement of the metal mansard at the clubhouse. Mr. Erv Jurs feels in light of the cost to repair the damaged building any re-roofs should be discontinued for the next few months.

MOTION: Mr. Erv Jurs made a motion to redo the clubhouse mansard using PDF roofing as the contractor for a sum of \$28,470.00. The motion was duly seconded by Mr. Jack Flynn. Motion carried 6-0.

B. Cancellation of the 1234 Gate Code – Consideration and Vote

Mr. Edwards stated that the temporary gate code was set up for out of town owners to be able to enter the property and pick up their access cards or remotes from the office and most owners have done so.

MOTION: Mr. Erv Jurs made a motion to cancel the temporary gate code of as of March 5th, 2015.

The motion was duly seconded by Mr. Jim McConnell. Motion carried 6-0.

C. Replacement of Entrance Fence – Consideration and Vote

Replacement of the Entrance fence to be tabled until further notice.

a. Front Gate Speed Bumps

MOTION: Mr. Erv Jurs made a motion to remove the two higher speed bumps at the front gate and replace them with lower speed bumps. The motion was duly seconded by Mr. Jim McConnell. Motion carried 6-0.

b. Catalina Drive Speed Bump

MOTION: Mr. Sig Von Barga made a motion to install the lower profile speed bumps in the vicinity of the two story units on Catalina Drive. The motion was duly seconded by Mr. Jim McConnell. Motion carried 6-0.

D. Approval of New Rules and Regulations – Consideration and Vote

Mr. Jim McConnell read over the newly revised rules and regulations. A discussion followed.

MOTION: Mr. Jim McConnell made a motion to approve the rules and regulations as modified. An alert will be sent all the owners via email blast noting the changes. The motion was duly seconded by Mr. Jack Flynn. Motion carried 6-0.

E. Member Communication

The Board of Directors agreed to continue with the monthly Town Hall meetings.

President Mrs. Marge Andrusko appointed Mr. Sig Von Barga to be the chairperson of the Communication Committee.

F. Personnel Issues – Closed Meeting

V. Adjournment

There being no further business, President Mrs. Marge Andrusko moved to adjourn. The meeting adjourned.

Meeting Minutes prepared by
Palma Sola Harbour
Condominium Association Inc.

Matthew Edwards, CMCA
Community Association Manager

Palma Sola Harbour
Condominium Association Inc.

Rod Stom
Secretary



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Board of Directors Organizational Meeting January 15th, 2015 (following the AOM)

The meeting took place at the clubhouse of Palma Sola Harbour and started at approximately 1:00 pm.

I. Calling of the Roll

Seven of Seven Board members were present, which established a quorum. Present were: Mr. Erv Jurs, Mrs. Marge Andrusko, Mr. Jim McConnell, Mr. Rod Strom, Mr. Tom Hanrahan, Mr. Sig Von Bargaen and Mr. Jack Flynn. In addition Mr. Matthew Edwards, the Community Association Manager was present.

II. Approval of any prior Meeting Minutes

- A. The Board meeting minutes of December 11th 2014 stand approved as presented.

III. Election of Officers

2015 Election of Officers:

President was elected by secret ballot - Mrs. Marge Andrusko

MOTION: Mr. Jim McConnell made a motion to appoint Mr. Erv Jurs as Vice president. The motion was duly seconded by Mr. Rod Strom. Motion carried 7-0.

MOTION: Mr. Jim McConnell made a motion to appoint Mr. Rod Strom as Secretary. The motion was duly seconded by Mrs. Marge Andrusko. Motion carried 7-0.

Treasurer was elected by secret ballot - Mr. Jim McConnell

IV. Unfinished Business - None

V. New Business

A. Rental Agreement Policy – Consideration & Vote

MOTION: Mrs. Marge Andrusko made a motion that if no written lease is available for a rental then the words "other instrument" in section 17 may apply to the PSH rental agreement. The motion was duly seconded by Jim McConnell. Motion carried 7-0.

A. New Well Pump at North End – Consideration and Vote

A well pump is required at the well at the North end to give us a total of 3 wells pumps on our irrigation system.

MOTION: Mr. Jim McConnell made a motion to try and get a 3rd quote for the additional well pump at the North end and if unable proceeded with the David Cannons bid. The motion was duly seconded by Mr. Sig Von Bargaen. Motion carried 7-0.

V. Adjournment

There being no further business, President Marge Andrusko moved to adjourn. The meeting adjourned.

Meeting Minutes prepared by
Palma Sola Harbour
Condominium Association Inc.
Matthew Edwards, CMCA
Community Association Manager

Palma Sola Harbour
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Rod Strom
Secretary



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Board of Directors Budget Meeting December 11, 2014 at 3:00pm

The meeting took place at the clubhouse of Palma Sola Harbour and started at approximately 3:00pm.

I. Calling of the Roll

Seven of Seven Board members were present which established a quorum. Present were: Mr. Erv Jurs, Mrs. Marge Andrusko, Mr. Jim McConnell, Mr. Rod Strom, Mr. Tom Hanrahan, with Mr. Tony Jurcik and Mr. Lester Funk available via teleconference. In addition Mr. Matthew Edwards, the Community Association Manager was present along with several owners.

II. Approval of any prior Meeting Minutes

- A. The Board meeting minutes of November 20th 2014 stand approved as presented.

III. Officers and Committee Reports

- A. **Manager's Report** – Mr. Edwards reviewed the Reserve Study with the Board and the owners present.
- B. **President's Report** – Mr. Jurs discussed the new re-roof of 4104-4110 Catalina drive and how the roof is being treated for termites prior to the new roof material being installed. Mr. Jurs also wished everyone a safe and happy holiday season.
- C. **Rental and Sale's Report** – Mr. Andrusko reported that there was one new sale this month, unit 84.
- D. **Social Committee** – Mrs. Caldwell reported that there will be a new Tai Chi class every Thursday starting in January at the clubhouse at 9am.

IV. Unfinished Business - None

V. New Business

A. 2015/16 Budget Review and Approval

Mr. Jim McConnell reviewed the 2015/16 budget. A discussion followed.

MOTION: Mr. Jim McConnell made a motion to increase the monthly assessments to \$450 and if at any time the during the 2015/16 fiscal year, if the reserves fall below \$500,000 for more than 90 consecutive days the Board will meet to consider a Special Assessment of \$65,000. The motion was duly seconded by Mr. Rod Strom. Motion passed 7-0.

B. Changes to the Amendments to the Declaration

Mr. Jim McConnell reviewed suggested changes to the previously approved amendments prior to sending them out for a vote of the ownership. Changes are in italics and highlighted in yellow.

1. Section 25.01 and 25.02

Section 25.01 and 25.02 to read as follows;

25.01 The provisions of this Section 25 shall govern all vehicles on the Condominium Property. As used in this Section 25, the term "Passenger Vehicles" shall mean cars, station wagons, sport utility vehicles, mini-vans, Passenger Vans, **Passenger Pick-up Trucks**, golf carts, motorized wheel chairs, and medically required personal transportation devices. The term "Passenger Vans" shall mean vans where the cargo area is devoted to the seating of passengers, have more than one row of seats behind the driver, and have windows from the front to the rear on both sides of the van.

The term Passenger Pick-up Truck shall mean any pick-up truck meeting ALL of the following conditions: (i) is used primarily as a passenger vehicle; (ii) is not diesel powered; (iii) does not have more than 4 wheels; and (iv) the maximum height or any part of the vehicle does not exceed eighty two (82) inches above the ground. The Passenger Pick-up Truck *may* have either a cap or a permanently installed bed cover over the cargo bed but the cap must be no higher than the passenger cab of the Passenger Pick-up Truck. *If Passenger Pick-up Truck has a bed cap/cover it must be commercially manufactured. If there is no cap or bedcover, the open bed of the Passenger Pick-up Truck must not be used for storage.* The Passenger Pick-up Truck shall have no signs or lettering announcing a commercial venture attached to the vehicle. The term "Commercial Vehicles" shall mean trucks, vans (other than those which meet the definition of Passenger Vehicles), commercial or public service vehicles which are not primarily designed and used for passenger transportation for personal or family purposes, vehicles that would otherwise meet the definition of a Passenger Vehicle except that they have signs or lettering announcing a commercial venture attached to the vehicle, and such other vehicles whose design, nature, size, use, or appearance the Board determines to be of a commercial nature. The term "Recreational Vehicles" shall mean trailers, campers, motor homes, boat trailers, camper vans, and pick-up trucks with a camper unit within or attached to the bed.

25.02 No vehicles other than Passenger Vehicles shall be parked on the Condominium Property except as expressly authorized by this Section 25. Since the available parking spaces on the Condominium Property are limited, the **owner or cumulative** occupants of each Unit shall not be permitted to park more than four (4) Passenger Vehicles on the Condominium Property at any one time **only one of which may be a Passenger Pick-up Truck. Passenger Pick-Up Trucks which are parked on the condominium property overnight must be parked into the driveway/carport of that unit, or another unit with the owner's consent. Except for actual loading and unloading, they must have the tailgate closed and if equipped with a bed cap/cover the cap door or bed cover must be closed over the cargo bed. For the two story units (Units 176 to 181) Passenger Pick-Up Trucks parked overnight must be parked inside the garage with the garage door closed. Overnight parking is anytime between 10 p.m. and 8 a.m.** Motorcycles, non-medically required motor scooters, and motor bikes are not allowed on the Condominium Property. **Any vehicle that is not in compliance with Section 25 of this Declaration, whether owned by a resident or a visitor, may be towed off the Condominium Property at the owner's expense.**

MOTION: Mr. Jim McConnell made a motion to approve the changes to the above amendments 25.01 and 25.02 to the declaration that will be sent to the owners for their approval at the annual owners meeting. The motion was duly seconded by Mr. Tom Hanrahan. Motion passed 7-0.

C. Security Gate Operational Date

Mr. Jurs requested that the Board consider a date in which the PSH Security Gate be put into operation.

MOTION: Mr. Rod Strom made a motion for Monday, December 22, 2014 as the day to have the gate operational. The motion was duly seconded by Mr. Jim McConnell. Motion passed 7-0.

D. Approval to Explore New Building Construction

Mr. Jurs explained the desire to investigate with Manatee County the possibility of building a building at the east end of the park area near the bay side. Mr. Jurs requested Board approval.

MOTION: Mr. Jim McConnell made a motion to table this issue until a later date. The motion was duly seconded by Mr. Tom Hanrahan. Motion carried 7-0.

V. Adjournment

There being no further business, President Erv Jurs moved to adjourn. The meeting adjourned.

Meeting Minutes prepared by
Palma Sola Harbour
Condominium Association Inc.
Matthew Edwards, CMCA
Community Association Manager

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Board of Directors Meeting November 20, 2014 at 3:00pm

The meeting took place at the clubhouse of Palma Sola Harbour and started at approximately 3:00pm.

I. Calling of the Roll

Seven of Seven Board members were present which established a quorum. Present were: Mr. Erv Jurs, Mrs. Marge Andrusko, Mr. Jim McConnell, Mr. Rod Strom, Mr. Tom Hanrahan, with Mr. Tony Jurcik and Mr. Lester Funk available via teleconference. In addition Mr. Matthew Edwards, the Community Association Manager was present along with several owners.

II. Approval of any prior Meeting Minutes

- A. The Board meeting minutes of October 20th 2014 stand approved as presented.

III. Officers and Committee Reports

- A. **President's Report** – Mr. Jurs stated that the exit part of the gate is now operational and not to tailgate on the way out and do not exit out thru the entrance gate. Again Mr. Jurs expressed to all the members to abide by the speed limit of 15mph. He also told the Board that the transfer of \$250,000 from Cadence bank to First Federal Bank was completed.

- B. **Rental and Sale's Report** – Mr. Andrusko reported that there was one new sale this month, unit 41.

IV. Unfinished Business - None

V. New Business

A. Creation of Two Committees

1. Villa Modifications - See Exhibit A

MOTION: Mr. Erv Jurs made a motion to create a Villa Modification committee, as it designee with the authority as set forth in exhibit A as attached hereto, consisting of Erv Jurs, Linda Kam and Matthew Edwards. The motion was duly seconded by Mr. Tom Hanrahan. Motion passed 7-0.

2. Boat Dock Modifications – See Exhibit B

MOTION: Mr. Erv Jurs made a motion to create a Boat Dock committee as it designee with the authority as set forth in exhibit B as attached hereto consisting of Tony Jurcik, Andy Andrusko and Matthew Edwards. The motion was duly seconded by Mr. Tom Hanrahan. Motion passed 7-0.

3. Rental and Sales Approval

MOTION: Mr. Erv Jurs made a motion to appoint the property manager, Matthew Edwards as it designee with the authority as set forth in exhibit C as attached hereto to approve or disapprove sales and rental applications. Mr. Andrusko will continue to do the sales and rental interviews. The motion was duly seconded by Mr. Tom Hanrahan. Motion passed 7-0.

B. Amendments to the Declaration

1. Section 17.03 and 17.08

Section 17.03 and 17.08 to read as follows;

This Article 17 shall not apply to Transfers by a Unit Owner to his or her spouse, children, parents, grandparents, grandchildren, brothers, sisters, brothers-in-law or sisters-in-law

(whether to one or more of such relatives). A Unit Owner shall, however, promptly notify the Association in writing of any such transfer with the name and family relationship to the Unit Owner of the transferee, and a copy of the recorded instrument of conveyance, if applicable.

MOTION: Mr. Erv Jurs made a motion to approve the above amendments to the declaration that will be sent to the owners for their approval by vote at the annual owners meeting. The motion was duly seconded by Mr. Jim McConnell. Motion passed 7-0.

17.08 Except for any unit for which the Association is the Owner, no Unit may be rented, leased or loaned by a Unit Owner during the two (2) year period commencing on the date on which the Unit Owner acquires title to the Unit. This section shall apply to all Units transferred after the effective date of this amendment.

MOTION: Mr. Jim McConnell made a motion to approve the above amendments to the declaration that will be sent to the owners for their approval by vote at the annual owners meeting. The motion was duly seconded by Mr. Tony Jurcik. Motion passed 6-1 with Mr. Tom Hanrahan voting no.

2. Section 25.01 and 25.02

Section 25.01 and 25.02 to read as follows;

25.01 The provisions of this Section 25 shall govern all vehicles on the Condominium Property. As used in this Section 25, the term "Passenger Vehicles" shall mean cars, station wagons, sport utility vehicles, mini-vans, Passenger Vans, **Passenger Pick-up Trucks**, golf carts, motorized wheel chairs, and medically required personal transportation devices. The term "Passenger Vans" shall mean vans where the cargo area is devoted to the seating of passengers, have more than one row of seats behind the driver, and have windows from the front to the rear on both sides of the van. **The term Passenger Pick-up Truck shall mean any pick-up truck meeting ALL of the following conditions: (i) is used primarily as a passenger vehicle; (ii) is not diesel powered; (iii) does not have more than 4 wheels; and (iv) the maximum height or any part of the vehicle does not exceed eighty two (82) inches above the ground. The Passenger Pick-up Truck must have either a cap or a permanently installed bed cover over the cargo bed but the cap must be no higher than the passenger cab of the Passenger Pick-up Truck. The bed cap/cover must be commercially manufactured. The Passenger Pick-up Truck shall have no signs or lettering announcing a commercial venture attached to the vehicle.** The term "Commercial Vehicles" shall mean trucks, vans (other than those which meet the definition of Passenger Vehicles), commercial or public service vehicles which are not primarily designed and used for passenger transportation for personal or family purposes, vehicles that would otherwise meet the definition of a Passenger Vehicle except that they have signs or lettering announcing a commercial venture attached to the vehicle, and such other vehicles whose design, nature, size, use, or appearance the Board determines to be of a commercial nature. The term "Recreational Vehicles" shall mean trailers, campers, motor homes, boat trailers, camper vans, and pick-up trucks with a camper unit within or attached to the bed.

25.02 No vehicles other than Passenger Vehicles shall be parked on the Condominium Property except as expressly authorized by this Section 25. Since the available parking spaces on the Condominium Property are limited, the **owner or cumulative** occupants of each Unit shall not be permitted to park more than four (4) Passenger Vehicles on the Condominium Property at any one time **only one of which may be a Passenger Pick-up Truck. Passenger Pick-Up Trucks which are parked on the condominium property overnight must be backed into the driveway/carport of that unit, or another unit with the owner's consent. Except for actual loading and unloading, they must have the tailgate closed and the cap door or bed cover closed over the cargo bed. For the two story units (Units 176 to 181) Passenger Pick-Up Trucks parked overnight must be parked inside the garage with the garage door closed. Overnight parking is anytime between 10 p.m. and 8 a.m.** Motorcycles, non-medically required motor scooters, and motor bikes are not allowed on the Condominium Property. **Any vehicle that is not in compliance with Section 25 of this Declaration, whether owned by a resident or a visitor, may be towed off the Condominium Property at the owner's expense.**

MOTION: Mr. Jim McConnell made a motion to approve the above amendments 25.01 and 25.02 to the declaration that will be sent to the owners for their approval by vote at the annual owners meeting. The motion was duly seconded by Mr. Erv Jurs. Motion passed 7-0.

3. Section 25.06

Section 25.06 is new and will read as follows:

25.06 The Board of Directors shall have the authority to prohibit any vehicle that would otherwise be permitted under this Section 25 if the Board determines in the exercise of its judgment, which may not be arbitrary or capricious, that the vehicle constitutes a safety hazard, is unsightly, or emits excessive noise.

MOTION: Mr. Jim McConnell made a motion to approve the above amendment 25.06 to the declaration that will be sent to the owners for their approval by vote at the annual owners meeting. The motion was duly seconded by Mr. Erv Jurs. Motion passed 7-0.

C. Amendments to the By-laws

1. Article 6-3

Article 6-3 will read as follows:

*Special Meetings. Special meetings of the Members for any purpose may be called at any time by the President or a majority of the Board. Additionally, for any purpose other than to revote on an issue decided at a previous annual or special meeting, 20% of the Voting Representatives may call for a special meeting by delivering a written request to any officer of the Association which shall, as limited above, state the purpose(s) of the meeting, and the business conducted at any such special meeting shall be limited to the purpose(s) stated in the request. A meeting requested by the Voting Representatives shall be held not less than **sixty (60)** nor more than **one hundred and twenty (120)** days after the request is delivered to an officer of the Association. Notwithstanding the foregoing, a special meeting to recall a director shall be called upon the written request of ten percent (10%) of the Voting Representatives as more fully set in Article VII below.*

MOTION: Mr. Jim McConnell made a motion to approve the above amendment 6-3 to the by-laws that will be sent to the owners for their approval by vote at the annual owners meeting. The motion was duly seconded by Mr. Erv Jurs. Motion passed 7-0.

2. Article 9-3b

3(b) Each officer shall hold office until his or her successor is elected and qualified, or until his or her earlier resignation, disqualification, removal from office, or death. The President will not serve more than four (4) consecutive years.

MOTION: Mr. Jim McConnell made a motion to approve the above amendment 6-3 to the by-laws that will be sent to the owners for their approval by vote at the annual owners meeting. The motion was duly seconded by Mr. Erv Jurs. Motion passed 7-0.

D. 4104-4110 Catalina Drive Roof Bids

Mr. Jurs explained that this building is being re-bid as the previous company that was awarded the contract was unable to carry out the work. Three bids from the following contractors are as follows Shewski Roofing at \$67,897.00 and Avery Roofing at \$58,406.00 and Amick Roofing at \$75,160.00.

MOTION: Mr. Tom Hanrahan made a motion to approve the roof contract to Avery Roofing at \$58,406.00. The motion was duly seconded by Mr. Jim McConnell. Motion passed 7-0.

E. 2015/16 Budget Review

Mr. Jim McConnell reviewed the 2015/16 budget. A discussion followed.

F. Closed Executive Meeting for Personnel Issues

Mr. Jurs called the closed meeting to order. A discussion followed.

V. Adjournment

There being no further business, President Erv Jurs moved to adjourn. The meeting adjourned.

Meeting Minutes prepared by
Palma Sola Harbour
Condominium Association Inc.

Matthew Edwards, CMCA
Community Association Manager

Palma Sola Harbour
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VILLA MODIFICATIONS – Exhibit A

It is hereby resolved by the Board of directors of Palma Sola Harbor Condominiums Inc. that a Villa Modification committee is hereby created and named the designee of the Board with authority to approve or disapprove all applications for Villa Modifications within PSH Condominiums Inc.

1. That the Association manager, Matthew Edwards, Erv Jurs and Linda Kam are named members of the committee. The Association manager shall serve as chairman of the committee.
2. The chairman of the committee may approve villa modifications that have been historically approved by the association, however neither he nor the committee may approve any application which does not fully conform to the requirements of Section 10 of the Declaration of Condominium of PSH Condominium Inc.
3. That the committee shall check that the completed construction does not exceed the approved application.
4. That the committee shall have no authority to approve the standard or quality of workmanship of the modification, the same being the responsibility of the contractor and the owner of the unit.

The motion was approved 7/0 at the November 20th, 2014 Board of Directors meeting.



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DOCK CONSTRUCTION – Exhibit B

It is hereby resolved by the Board of Directors of Palma Sola Harbor Condominiums Inc. that a Dock Construction approval committee is hereby created and named the designee of the Board with the authority to approve or disapprove all applications for Dock Construction within PSH Condominium Inc.

1. That the Association manager, Matthew Edwards, Tony Jurcik and Andy Andrusko are named members of the committee. The Association manager shall serve as chairman of the committee.
2. The chairman of the committee may approve dock construction or renovations that have been historically approved by the association, however, neither he nor the committee may approve any application which does not fully conform to the requirements of Section 11 of the Declaration of Condominium of PSH Condominium Inc.
3. That the committee shall check that the completed construction does not exceed the approved application.
4. That the committee shall have no authority to approve the standard or quality of the workmanship of the construction, the same being the responsibility of the contractor and the owner of the unit.

The motion was approved 7/0 at the November 20th, 2014 Board of Directors meeting.



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Board of Directors Special Assessment Meeting November 20, 2014 at 2:00pm

The meeting took place at the clubhouse of Palma Sola Harbour and started at approximately 2:00pm.

I. Calling of the Roll

Six of Seven Board members were present which established a quorum. Present were: Mr. Erv Jurs, Mrs. Marge Andrusko, Mr. Jim McConnell, Mr. Tom Hanrahan, with Mr. Tony Jurcik and Mr. Lester Funk available via teleconference. In addition Mr. Matthew Edwards, the Community Association Manager was present along with several owners.

II. New Business

A. Special Assessment – Consideration and Vote

Mr. Erv Jurs stated that the Special Assessment consists of a \$10,000 increase to our insurance premium that was not budgeted for and a \$10,000 insurance deductible for the recent roof collapse of xyz Catalina Drive. A discussion followed.

MOTION: Mr. Jim McConnell made a motion to approval the \$20,000 special assessment to be equally divided by all 181 owners in the amount of \$110 per unit to be paid by January 31st 2015.

The motion was duly seconded by Mrs. Marge Andrusko. Motion passed 5-1 with Mr. Tom Hanrahan voting no.

III. Adjournment

There being no further business, President Erv Jurs moved to adjourn. The meeting adjourned.

Meeting Minutes prepared by
Palma Sola Harbour
Condominium Association Inc.

Matthew Edwards, CMCA
Community Association Manager

Palma Sola Harbour
Condominium Association Inc.

Rod Strom
Secretary



Palma Sola Harbour Condominium Association, Inc.

9410 Catalina Drive, Bradenton, FL. 34210

Phone 941-792-3532 Fax 941-792-2820 Emergency/After-Hours 941-792-3532

Web Site: www.pshcondos.com Email: matthew@pshcondos.com

Board of Directors Meeting October 20, 2014 at 1:00pm

The meeting took place at the clubhouse of Palma Sola Harbour and started at approximately 1:00pm.

I. Calling of the Roll

Seven of Seven Board members were present which established a quorum. Present were: Mr. Erv Jurs, Mrs. Marge Andrusko, Mr. Jim McConnell, Mr. Tom Hanrahan, Mr. Lester Funk and Mr. Tony Jurcik with Mr. Rod Strom available via teleconference. In addition Mr. Matthew Edwards, the Community Association Manager was present.

II. Approval of prior Meeting Minutes

- A. The Board meeting minutes of September 18th 2014 stand approved as presented.

III. Officers and Committee Reports

- A. **President's Report** – Mr. Jurs reminded the owners that in order to maximize the staff's time it is important to follow proper procedure and fill out work orders available at the office or online at www.pshcondos.com rather than speaking directly with the employees to do the repair.

- B. **Rental and Sale's Report** – Mr. Andrusko reported that there was one new sale this month, unit 117.

IV. Unfinished Business - None

V. New Business

A. President's appointment of an advisory/drafting committee

The president appointed a drafting committee that will consist of Mr. Erv Jurs, Mr. John Gardner, Mr. Jim McConnell and Mr. Dan Gregorio. The committee will be charged with drafting resolutions for the Board requested by the President or by the Board for approval and the committee will also be charged with reviewing all minutes prior to Board approval.

MOTION: Mr. Erv Jurs made a motion to create a advisory committee consisting of Mr. Erv Jurs, Mr. John Gardner, Mr. Jim McConnell and Mr. Dan Gregorio. The drafting committee will also be charged with reviewing all minutes prior to Board approval. The motion was duly seconded by Mr. Tom Hanrahan. Motion passed 7-0.

B. New Sale and Rental Forms

New sale and rental forms were reviewed by the Board for approval. A lengthy discussion followed. See exhibit A and B.

MOTION: Mr. Jim McConnell made a motion to approve the new sale and rental forms as amended. The motion was duly seconded by Mrs. Marge Andrusko. Motion passed 7-0.

C. Date for Special Assessment Meeting

The Board to decide on the date on which to hold the Special Assessment meeting to consider a \$20,000 Special Assessment.

MOTION: Mr. Lester Funk made a motion to hold the Special Assessment Meeting on November 20th 2014 at 2pm. The motion was duly seconded by Mrs. Marge Andrusko. Motion passed 7-0.

D. New Office Hours and Procedures

Mr. Jurs explained the need for specific office hours for the managers availability to members and for all members to fill out work orders for any work that needs to be done to their unit or the limited common elements.

MOTION: Mr. Tony Jurcik made a motion to create office hours for the managers availability to members to be Monday thru Thursday from 10:00am to noon and that any work to be done all non emergency work order must be filed by members in a unit must to be used by the members. The motion was duly seconded by Mr. Jim McConnell. Motion passed 7-0.

E. Specifications for the Putting Green

The Board to consider creating specifications for the construction of the putting green.

MOTION: Mr. Jim McConnell made a motion to have the concrete thickness of the putting green to be 4 inches, without steel rebar. The motion was duly seconded by Mr. Rod Strom. Motion passed 7-0.

F. Closed Executive Meeting for Legal and Personnel Issues

V. Adjournment

There being no further business, President Erv Jurs moved to adjourn. The meeting adjourned.

Meeting Minutes prepared by
Palma Sola Harbour
Condominium Association Inc.

Matthew Edwards, CMCA
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Board of Directors Meeting September 18, 2014 at 3:00pm

The meeting took place at the clubhouse of Palma Sola Harbour and started at approximately 3:00pm.

I. Calling of the Roll

Six of Seven Board members were present with one vacancy, which established a quorum.

Present were: Mr. Erv Jurs, Mrs. Marge Andrusko, Mr. Rod Strom, Mr. Tom Hanrahan, with Mr. Lester Funk and Mr. Jim McConnell available via teleconference. In addition Mr. Matthew Edwards, the Community Association Manager was present along with several owners.

II. Approval of any prior Meeting Minutes

- A. The Board meeting minutes of May 13th 2014 stand approved as presented.

III. Officers and Committee Reports

- A. **President's Report** – Mr. Jurs once again reminded the owners that the speed limit is 15 mph. Mr. Jurs also mentioned that a windscreen was purchased and installed to hide the unsightly pool pumps at the big pool. Mr. Jurs thanked Andy and Marge for providing a nice time at the July 4th party. Mr. Jurs stated that the PSH financials will be posted on the website in the members only area. He also announced that a reserve study, 52 wind mitigation reports (for each building) and an insurance appraisal were conducted over the summer. Finally Mr. Jurs reiterated that recycling bins are not for trash.
- B. **Manager's Report** – Mr. Edwards gave a detailed description of the current Reserve Study to the Board and homeowners present. He also reported on the Security Gate with expenditures of \$19,000 well below the budgeted \$30,000. Mr. Edwards updated the Board on the status of the roofing contractor Peach State and that they were terminated as the preferred roofing contractor for PSH. He also updated the Board on the final cost of the annual insurance premium at \$207,000 and it was \$10,000 over the budgeted amount. The Board will need to decide on a date of the special assessment.
- C. **Rental and Sale's Report** – Mr. Andrusko reported that there were four new sales this month, unit 121, unit 69, unit 162, and unit 35.

IV. Unfinished Business - None

V. New Business

- A. **Audit Report** - Stuart Histon from Braxton Holway, (CPA firm) gave the audit report to the Board and owners present.
- B. **Insurance Agency Switch to Bouchard Insurance**
Mr. Matt Mercier from Bouchard Insurance gave an introduction to the Board as to what they could expect in terms of service should they decide to engage Bouchard Insurance to be the agent of record.
MOTION: Mrs. Marge Andrusko made a motion to accept Bouchard Insurance as of November 3, 2014. The motion was duly seconded by Mr. Jim McConnell. Motion passed 5-1 with Mr. Tom Hanrahan voting No.
- C. **Appointment of New Board member**
Mr. Erv Jurs explained to the Board that it would be good to fill the unexpired term of the previous Board member and looking back at the annual election the next member to be elected was Tony Jurcik.

MOTION: Mr. Rod Strom made a motion to appoint Mr. Tony Jurs to the Board of Directors at PSH until the next Annual meeting in 2015. The motion was duly seconded by Mrs. Marge Andrusko. Motion passed 6-0.

D. Insurance Deductible

Mr. Jurs explained that the insurance deductible was changed from \$2,500 to \$10,000 per building and the Hurricane deductible went from 3% to 5%.

MOTION: Mr. Rod Strom made a motion to approve the insurance deductible to \$10,000 per building and the Hurricane deductible to 5%. The motion was duly seconded by Mr. Tom Hanrahan. Motion passed 6-0.

E. Storm Door Color option

Mr. Jurs explained to the Board that the same terra cotta color which is now the approved trim color be allowed as an option for storm/screen doors.

MOTION: Mr. Tom Hanrahan made a motion to allow the terra cotta color be an option to homeowners as a color for the storm or screen doors. The motion was duly seconded by Mrs. Marge Andrusko. Motion passed 6-0.

F. Approval of First Federal as an Overflow Bank with CDARS

Mr. Jurs explained to the Board that First Federal has a 100 million in assets and is rated 5 stars by the United States Banking authority. First Federal also has an association division. PSH needs to move at least \$300,000 to First Federal with \$50,000 of that being put in their CDARS program.

MOTION: Mr. Tom Hanrahan made a motion to move at least \$300,000 to First Federal. The motion was duly seconded by Mr. Jim McConnell. Motion passed 6-0.

G. Gate Policy for Realtors

Mr. Edwards explained that local real estate companies that have an open houses in gated communities must advertise in advance to all interested parties that they must get approved for clearance if they wish to view the property on a specified day.

MOTION: Mr. Rod Strom made a motion to have all real estate agents make pre-arrangements with potential buyers to enter PHS on a specific day and time. The motion was duly seconded by Mrs. Marge Andrusko. Motion passed 6-0.

H. Extension of Marcello's contract

Mr. Jurs explained to the Board that Marcello's contract was for six months and would like to extend his contract for another six months.

MOTION: Mrs. Marge Andrusko made a motion to extend Marcello's contract for another six months. The motion was duly seconded by Mr. Rod Strom. Motion passed 6-0.

I. Business Card Rack approval

Mr. Edwards explained that a vendor asked to put 24 business cards in a rack that offer deals from restaurants and other vendors. Consideration and vote died without a motion.

V. Adjournment

There being no further business, President Erv Jurs moved to adjourn. The meeting adjourned.

Meeting Minutes prepared by
Palma Sola Harbour
Condominium Association Inc.
Matthew Edwards, CMCA
Community Association Manager

Palma Sola Harbour
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Rod Strom
Secretary



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Board of Directors Meeting May 13, 2014 at 10:00am

The meeting took place at the clubhouse of Palma Sola Harbour and started at approximately 10:00 am.

I. Calling of the Roll

Seven of Seven Board members were present, which established a quorum. Present were: Mr. Erv Jurs, Mrs. Marge Andrusko, Mr. Rod Strom, Mr. Jim McConnell, Mr. Tom Hanrahan, Mr. Lester Funk and Mr. Bill Painter were available via teleconference. In addition Mr. Matthew Edwards, the Community Association Manager was present along with several owners.

II. Approval of any prior Meeting Minutes

- A. The Board meeting minutes of April 17th 2014 stand approved as presented.

III. Officers and Committee Reports

- A. **President's Report** – Mr. Jurs suggested to the Board that Mr. Edwards send a letter to unit 5 stating; as per the rules and regs, service vehicles are only allowed from 8am to 6pm, Monday thru Saturday with exceptions for emergencies. Mr. Jurs also suggested that owners with shared boat dock agreements should make sure all documents are signed and up to date and if possible recorded with the county by the owners involved.
- B. **Rental and Sale's Report** – Mr. Andrusko reported that there were four new sales this month, unit 86, unit 54, unit 102, unit 003 and one new annual renter.
- C. **Legal Committee Report**
Mr. John Gardner reported from the legal committee regarding the legal representation at PSH Condo Association. It is the recommendation of the committee to retain Mr. Peter Peak and Mr. Robert Hendrickson and terminate the services of Mr. Kevin Wells and hire Porges, Hamlin, Knowles and Hawk for the bulk of litigation for PSH.
MOTION: Mr. Jim McConnell made a motion to retain the services of Mr. Peter Peak and Mr. Robert Hendrickson and terminate the services of Mr. Kevin Wells and hire Porges, Hamlin, Knowles and Hawk for the bulk of litigation for PSH. The motion was duly seconded by Mr. Bill Painter. Motion passed 7-0.

IV. Unfinished Business - None

V. New Business

A. Security Gate Contract – Consideration & Vote

Mr. Edwards compared the four different quotes received for the installation of a Security Gate System at the entrance of PSH Condominium with the Board. All bids are quoting the same materials and specifications with the exception of name brands. Liberty Gates with a total of \$14,000, Main Gate with a total of \$23,000, CAI Access with a total of \$18,000 and finally Accurate Electronics at \$23,000. Additional costs to include; approximately \$3,500 in trenching/conduit, Security Gate fencing of \$2,500 and \$3,000 in high quality security cameras. Total cost not to exceed \$30,000 as per membership vote.

MOTION: Mr. Tom Hanrahan made a motion to approve the Bid from Liberty Gates at \$14,000 which includes all necessary documents for permitting. The motion was duly seconded by Mr. Jim McConnell. Motion passed 7-0.

MOTION: Mr. Tom Hanrahan made a motion for PSH Condo association to provide two proximity cards per unit. The motion was duly seconded by Mr. Jim McConnell. Motion passed 7-0.

B. Insurance Premium Increase Payment – Consideration & Vote

Mr. Jurs explained that the appraised value of PSH Condo Association has increased by the amount of \$4,395,023.00 for a total of \$19,313,823.00. Increased replacement value means an increase to the annual Insurance Premium. The current PSH insurance account will be short when the annual insurance premium is due. The Board must decide if a special assessment must be levied to the membership or not.

MOTION: Mr. Jim McConnell made a motion to levy a Special Assessment equally to all of the 181 owners of PSH Condominium Association the difference between the Budgeted Amount of the Annual Insurance Premium and the Actual Increase of the Annual Insurance Premium. The Special Assessment will be due within 90 days after receipt of the 14 day Special Assessment notice mailed to owners. The motion was duly seconded by Mrs. Marge Andrusko. Motion passed 7-0.

a. Remove common facilities from coverage

Mr. Jurs explained that there are PSH facilities covered in the Hazard only part of the Insurance Policy, like the Large and Small Pool, Tennis Courts, Gazebo amounting to a total \$335,425.00 that could be removed from the coverage. Liability coverage will remain but the Board needs to decide if these items should be taken out of the Hazard policy in order to help reduce the Annual premium.

MOTION: Mr. Rod Strom made a motion to remove these items from the Hazard part of the Insurance policy. The motion was duly seconded by Mr. Jim McConnell. Motion passed 7-0.

b. Insurance deductible

Mr. Jurs explained that the under current PSH Insurance policy there is a \$2,500 deductible per building. The Board may consider a higher deductible to save on the Annual Premium however the current rates given by BB&T show that the savings going to a higher deductible are minimal.

MOTION: Mr. Tom Hanrahan made a motion to keep the deductible at \$2,500 per building. The motion was duly seconded by Mr. Jim McConnell. Motion passed 7-0.

C. Funding the Reserves and Insurance Account – Consideration & Vote

Mr. McConnell explained that in order to avoid another Special Assessment for the Insurance Shortfall next year the Board could Reduce the amount of monthly contributions to the Reserve Account and Increase the monthly contributions to the Insurance Account.

MOTION: Mr. Erv Jurs made a motion to Reduce the amount of monthly contributions to the Reserve Account to \$18,682.09 and Increase the monthly contributions to the Insurance Account to \$21,360.54. The motion was duly seconded by Mr. Jim McConnell. Motion passed 6-1 with Mr. Tom Hanrahan voting No.

D. Two-Story Skylights – Consideration & Vote

Mr. Jurs explained that Peach State Roofing has installed sheetrock into the inside wood risers of the new skylights on the two story building. The sheetrock is not finished and needs to be primed, joints and nail heads plastered and then painted.

MOTION: Mr. Bill Painter made a motion to finish the skylights as mentioned above and any extra tinting to the skylights would be the responsibility of the owners of each unit. The motion was duly seconded by Mr. Jim McConnell. Motion passed 7-0.

E. Putting Green Location – Consideration & Vote

Mr. Jurs discussed possible locations of the putting green in the common area where the Gazebo is currently located.

MOTION: Mrs. Marge Andrusko made a motion to construct the putting green to the South of the Gazebo within the perimeter of the asphalt walking path. The motion was duly seconded by Mr. Jim McConnell. Motion passed 6-1 with Mr. Bill Painter voting No.

MOTION: Mr. Jim McConnell made a motion to install the concrete slab for the putting green and with the remaining money purchase and install a medium standard putting green turf. Total amount of funds allocated to the project are \$8,500. The motion was duly seconded by Mrs. Marge Andrusko. Motion passed 6-1 with Mr. Rod Strom voting No.

F. Utility Truck Servicing the Association – Consideration & Vote

Mr. Jurs discussed with the Board a situation where a service truck may be allowed to park overnite in the maintenance area. Consideration and vote died without a motion.

G. Estoppel Fee – Consideration & Vote

Mr. John Gardner explained the process and definition of an Estoppel the Board must pass a resolution in order to charge a fee as the association is self-managed.

MOTION: Mr. Jim McConnell made a motion for PSH Association to charge a fee of \$100 to complete Estoppels required by lenders and title companies. The motion was duly seconded by Mr. Tom Hanrahan. Motion passed 7-0.

H. Floating Dock Unit 12 – Consideration & Vote

Mr. Jurs requested that the Board table the decision until further notice.

I. Personnel Issues – Closed Meeting

Mr. Jurs called the closed meeting to order. A discussion followed on personnel issues.

V. Adjournment

There being no further business, President Erv Jurs moved to adjourn. The meeting adjourned.

Meeting Minutes prepared by
Palma Sola Harbour
Condominium Association Inc.
Matthew Edwards, CMCA
Community Association Manager

Palma Sola Harbour
Condominium Association Inc.

Rod Strom
Secretary

Approved



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Board of Directors Meeting April 17, 2014 at 3:00pm

The meeting took place at the clubhouse of Palma Sola Harbour and started at approximately 3:00 pm.

I. Calling of the Roll

Seven of Seven Board members were present, which established a quorum. Present were: Mr. Erv Jurs, Mrs. Marge Andrusko, Mr. Rod Strom, Mr. Jim McConnell, Mr. Tom Hanrahan and Mr. Bill Painter. Mr. Lester Funk was available via teleconference. In addition Mr. Matthew Edwards, the Community Association Manager was present.

II. Approval of any prior Meeting Minutes

- A. The Board meeting minutes of March 20th 2014 stand approved as corrected. The motion for Unit 4, 9611 Valencia Cove, Application for water softener was corrected to read as follows, "Motion failed 5-2 with Mr. Tom Hanrahan and Bill Painter voting yes".

III. Officers and Committee Reports

- A. **President's Report** – Mr. Jurs told the Board members and the owners that Mr. Edwards negotiated with Peach State Roofing to include a terra cotta color metal cap to go over the existing "bronze" flashings on the three newly completed roofs into the current new roof bid at 4108 Catalina for \$62,600.00. Mr. Jurs explained about the landscape transformation taking place at the entrance of the clubhouse. West Bay will be finished with the project by the end of the day.
- B. **Rental and Sale's Report** – Mr. Andrusko reported that there were three new sales this month, unit 001, unit 28 and unit 51 with no new rentals for the month.
- C. **Landscape Committee Report** – Mr. Sig Von Bargaen reported that he will work closely with the grounds crew as well as owners wishing to install plantings at their unit and around the common areas. For more information please contact Mr. Sig Von Bargaen.
- D. **Flea Market Committee Report** – Mr. Andy Andrusko, Mrs. Karen Wells and Mrs. Jill Knoechel volunteered to run the Flea Market. Until further notice any pick-ups are to be scheduled on Thursdays.

IV. Unfinished Business

A. Reserve Study, Wind Mits and Ins Appraisal – Consideration & Vote

MOTION: Mr. Erv Jurs made a motion to approve and start the Reserve Study, Wind Mitigation and Insurance Appraisal for \$9,500. The motion was duly seconded by Mr. Bill Painter. Motion passed 7-0.

B. Flea Market Expenditures – Consideration & Vote

MOTION: Mr. Bill Painter made a motion to approve the purchase of pool lounge chairs not to exceed \$1,000. The motion was duly seconded by Mr. Jim McConnell. Motion passed 7-0.

MOTION: Mr. Bill Painter made a motion to approve the purchase of plantings for the big and small pool area, not to exceed \$2,000. The motion was duly seconded by Mrs. Marge Andrusko. Motion passed 7-0.

MOTION: Mr. Tom Hanrahan made a motion to approve the purchase of a Golf Mat for the driving range, not to exceed \$350. The motion was duly seconded by Mr. Jim McConnell. Motion passed 7-0.

MOTION: Mr. Bill Painter made a motion to approve the purchase of a bike rack including a concrete slab at the front of the clubhouse, not to exceed \$750. The motion was seconded by Mr. Jim McConnell. Motion passed 7-0.

MOTION: Mr. Jim McConnell made a motion to approve the purchase of the PSH telephone books to be subsidized by private advertising. Cost not to exceed \$600 for 250 books. The motion was duly seconded by Mrs. Marge Andrusko. Motion passed 7-0.

MOTION: Mrs. Marge Andrusko made a motion to have the Flea Market and the Memorial Fund split the cost of the putting green, not to exceed \$8,500. The motion was duly seconded by Mr. Bill Painter. Motion passed 7-0.

V. New Business

A. Delinquent Units, Suspension of Voting Rights and Usage – Consideration & Vote

MOTION: Mr. Jim McConnell made a motion to send a letter to any owner that is behind more than 90 days in their assessments and suspend their voting rights and usage of common elements. The motion was duly seconded by Mrs. Marge Andrusko. Motion carried with Mr. Erv Jurs, Mr. Bill Painter and Mr. Tom Hanrahan voting no.

B. Legal Issues – Closed meeting

V. Adjournment

There being no further business, President Erv Jurs moved to adjourn. The meeting adjourned.

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