

**APPROVED**

PARKSIDE OF ONE BAYSHORE CONDOMINIUM ASSOCIATION, INC.

MONTHLY BOARD OF DIRECTORS MEETING

MARCH 15, 2011 MINUTES

BOARD MEMBERS PRESENT

Lori Watson            President  
Veronica Bazarte    Secretary  
Marlene Gregory     Treasurer  
Elizabeth Clifford    Director

BOARD MEMBERS ABSENT

Jason Barrett        Vice President

MANAGEMENT PRESENT

Susan Thomas, AMS

- I)    CALL TO ORDER – L. Watson called the meeting to order at 6:31 pm.
  
- II)   ROLL CALL – All board members present except for Jason Barrett. The Community Association Manager, Susan Thomas, was present also.
  
- III) APPROVAL OF BOARD MEETING MINUTES – February 15, 2011 Monthly Board Meeting Minutes

Motion made by M. Gregory to approve the February 15, 2011 monthly board meeting minutes. The motion was seconded by E. Clifford. A vote was taken, and the motion passed 4-0.

- IV) DELINQUENCY UPDATE-

Lori Watson updated the members on the current delinquent status. As of February 28, 2011 the delinquent assessment balance was \$201,569.51. All 5 accounts are on attorney status.

V) DIRECTORS & COMMITTEE REPORTS – Corrine Disler for One Bayshore Master Association was present. There was no report given. L. Watson requested a meeting with the Master Association Board be held in the near future to discuss the Condo Association’s List of Maintenance Concerns.

VI) MANAGERS REPORT – The management report was submitted by Susan Thomas. Manager to send letter to owners about the proof of insurance requirement.

VII) NEW BUSINESS

A) Motion to approve the Sierra Construction proposal.

Motion made by V. Bazarte to approve the proposal submitted by Sierra Construction to repair drywall and baseboards for \$1,725.00 in the Parkside Building. The motion was seconded by E. Clifford. A vote was taken, and the motion passed 4-0.

B) Motion to rescind decision approving the exterior directional sign.

Motion made by V. Bazarte to rescind the vote approving the purchase and installation of an exterior directional sign indicating the manager’s office. The motion was seconded by E. Clifford. A vote was taken, and the motion passed 4-0.

C) Motion to approve the Preventative Maintenance Plan for fitness equipment

Motion made by V. Bazarte to approve the Semi Annual Preventative Maintenance Plan for the fitness equipment submitted by Commercial Fitness Products. The motion was seconded by E. Clifford. A vote was taken, and the motion passed 4-0.

- D) Office Renovations-Three proposals were submitted to the Board for the renovations of the manager/maintenance office. The decision was tabled until next meeting. Manager to collect more information about Mitchell Construction Services including references and information about the selection of their proposed materials.
- E) Bratton Landscaping Proposal- A proposal from Bratton Landscaping was submitted the Board for the re-landscaping of two of the landscaping beds at the pool deck. The decision was tabled until the next board meeting.
- F) Compactor Containers-Two of the compactor containers in the East Tower Trash Chute room have deteriorated and need to be replaced. Ben F. Perry, Inc. submitted two quotes: one for the replacement of one container and the second for the replacement of two containers. There is a \$400 savings on Freight charges if the Board selects to purchase two containers.

Motion made by E. Clifford to approve the purchase of two replacement compactor containers for the total cost of \$7,125.00 from Ben F. Perry, Inc. The motion was

## VIII) OLD BUSINESS

- A) Leasing terms in Declaration and Rules& Regulations – Article 10.3 in the Declaration of Condominium states, “Only entire Units may be rented provided the occupancy is only by the tenant and their servants and non-paying social guests and the lease term is not less than twelve months.” Additionally it reads, “An amendment of this

paragraph shall require the written consent of not less than 80% of the total voting interests of all Unit Owners.” The Board decided to table the discussion about leasing terms in the Declaration and Rules & Regulations until the next meeting.

B) Motion to approve the Lint Busters dryer vent cleaning proposal.

Motion made by E. Clifford to approve the dryer vent cleaning proposal submitted by Lint Busters for \$8,755.00. The motion was seconded by M.
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C) ISTA-Installation of water submeters in the Commercial Condominium units-ISTA inspected the units and is recommending the installation of 4 submeters. In addition, McClain Plumbing inspected the units and confirms that 4 submeters could be installed in these units. The Board accepted ISTA’s recommendation. ISTA’s contract is forthcoming and will be provided to the board upon receipt.

D) A/C Specialists Preventive Maintenance Program- A 21 point check/PM program is being offered to residents of Parkside for \$39.95. Participating residents should register with the management office. Brochure to be mailed to owners with the Proof of Insurance requirement letter.

IX) INFORMATION ITEMS

A) Quarterly Fire Sprinkler Inspection was held on March 14, 2011.

B) Annual Elevator Inspection is scheduled for March 30, 2011.

C) Coastal Service-Renewal of the Service and Maintenance Agreement for the Emergency Generator, Boost Pump, and Fire Pump, motor and controller-April 1, 2011

D) HandyTrac Systems, LLC-Renewal of the Annual Warranty for the Key Control System April 1, 2011

X) ADJOURNMENT

Motion made by V. Bazarte to adjourn at 8:10 pm. The motion was seconded by E. Clifford. The motion passed unanimously.

These minutes respectfully submitted,

Susan Thomas, AMS  
Community Association Manager