

Minutes of Special Board of Directors Meeting

Sea Air Towers Condominium Association, Inc.

Wednesday, March 9, 2016

The Board Meeting was called to order at 7:03 pm by Mrs. Deanna Jimenez.

Board Members Present:

Mrs. Deanna Jimenez

Mr. Tom Jordan (Via Telephone)

Mr. Dionisio de la Torre

Mr. Leon Zucker

Board Member Absent:

Mr. Bart Vidal

Approval of Minutes: Mr. Zucker read the minutes of the meeting of February 10, 2016. Mrs. Jimenez requests a motion to approve minutes as read. Mr. Jordan seconds the motion. All voted in favor. Motioned passed.

OLD BUSINESS

• **Communication:**

- ✓ **Residential Software:** Mrs. Jimenez thanks Mr. Eliran Ben Ishay unit owner for creating a residential software for the building. The software will keep residential information with telephone numbers and email addresses. It will also maintain tenant information to assist security with occupancy information. The new software will help security with the receiving of packages which will send via email notification to the owner or tenant. If the package is not picked up it will send a reminder email notification until the package is retrieved.
- ✓ **Comcast:** Within the next several weeks Comcast will be installing WIFI in the pool area.
- ✓ **Beach Cleanup:** Mrs. Jimenez thanks the 14 residents for their participation in the beach clean-up.
- ✓ **CPR Class:** Information has been posted in the common area for CPR classes. A minimum of 10 people must be obtained to have this meeting.
- ✓ **Sprinkler System:** Manager provides the board with an opinion letter on the fire sprinkler retrofit requirements from Gursky & Ragan, P.A. More information to follow.
- ✓ **Painting of the Hallways:** Max Construction Services has been hired to paint the hallways. Manager obtained two (2) other quotes for a total of three (3). The cost per floor is \$1,600. Currently, the painters are working on the 11th floor.
- ✓ **Pool:** Curtains have been ordered and professionally installed on the pool deck canopies poles.
- ✓ **Insurance:** Manager reports to the board that three Insurance brokers have been contacted to provide the board with a proposal. The brokers are as follows:

- Humberto Torres – Insurance Nations
- Michelle Socia – USI
- Juan Cordoba – Wells Fargo

The manager will advise the board as to the time and dates of the interview process. Thereafter, the board will decide who will represent the association on obtaining competitive insurance bids.

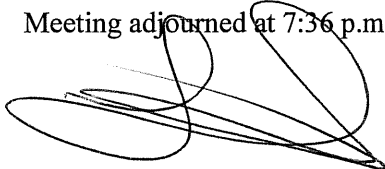
- ✓ **Committees:** As discuss at a previous meeting three residents submitted their names to serve on the grievance committee they are as follows:
 - Jack da Cruz
 - Oscar Sotolongo
 - Sam Stuppel

After a brief discussion the board unanimously appointed the residents named above.

- ✓ **Manager Report:** Manager reports to the board that the 2015 draft financial has been submitted by Samfree and Associates for final review. Should the board have any questions or corrections to be made the Manager asks that he should be contacted for proper communication for any corrections. Also the association filed to different tax returns one is for regular association taxes and the other is due to the additional income received from Comcast which the association must pay taxes on that income.
- ✓ **Building Maintenance:**
 - Hallway lighting has been upgraded
 - Pool planter repairs
 - Hallway painting
 - New telephone agreement from Comcast for the office phones. It will also include WIFI for the pool deck.
 - North side pressure cleaning underway
 - Balcony ceiling repairs completed to PH19
 - Balcony repair completed to unit 1224

Mrs. Jimenez motions to adjourn the meeting moved and seconded by Mr. Leon Zucker. All voted in favor. Motioned passed.

Meeting adjourned at 7:36 p.m.



Mr. Leon Zucker, Secretary

4/13/16

Date