

FAREHAM SQUARE CONDOMINIUM ASSOCIATION, INC.
301 2ND STREET NORTH; ST. PETERSBURG, FL 33701
BOARD OF DIRECTORS MEETING MINUTES
March 10, 2020

1. **CALL TO ORDER:** The meeting was called to order by Board President Shannon at 2:09 pm in Unit 8, 301 2nd Street North, St. Petersburg, Florida 33701.
2. **ESTABLISH A QUORUM:** A quorum was established with Directors Dorward, Yetter, and Falkenberry present; additional attendee included Jenny Kidd (Ameri-Tech).
3. **APPROVAL OF February 11, 2020 MEETING MINUTES:** Director Dorward moved, and Director Yetter seconded, approval of the February 11, 2020 Board of Directors meeting as revised and submitted. There was no discussion and the motion passed unanimously. Director Falkenberry will post approved minutes on the Bulletin Board after the meeting.
4. **MANAGER'S REPORT:** Presented by Jenny

Financial: No accounts over 30 days. All appears normal with no large variations. Jenny helped with an explanation after discussion over how the pre-paid monthly fees are recorded and shown in the budget.

No Collections owed. No violations reported.

Sales/leases: Unit 12 application for sale was received and approved. New owners are Gregory and Deana King. All fees paid and Rules and Regulations of Fareham Square Condo Association were read and accepted by owners.

External correspondence by Jenny on behalf of the Condo Association.

**Jenny continues to work with Serve Pro since there might have been an overcharge for mold remediation in Unit 17.

**Duke Power has removed the leaning power pole in the alley near Unit 7. There is still a hole in the brick street area near the pole. Jenny will report this to the city for repairs.

**A notice was sent to all unit owners about the transformer replacement for Sundial that will affect traffic on Third Avenue North for one day.

**Return of keys has been requested from R and R Landscaping but not returned. Based on correspondence from R and R, we agreed to drop the subject.

**Received a quote from Specialized Services and Installation to address cracks in Unit 7 wall, which is also Building A's west wall. Total cost would be \$960.

**Jenny asked George's Patio to pick up two more chairs from the patio for repairs.

**Gutters have been inspected and no obstructions found.

**Final proof of sign replacements was presented with a few more changes. We approved the changes and will ask for two signs to be replaced, one on each gate door to the courtyard. Dunlop Signs will do the work for \$53.45.

**Jenny got the lock code for access to AC units for Unit 12 from President Shannon.

Maintenance person Al: regular schedule continues to be the second and fourth Thursday of the month for 4 hours. Jenny provided us a list of tasks completed. His current tasks include: clean out behind the spa; regular pressure washing of pool deck and walkways; rust stain on planter in front of Unit 19.

5. FINANCIAL REPORT: No accounts over 30 days. No major variances from budget.
6. OLD BUSINESS:
 - a. Update on AI's work schedule: SEE MANAGERS REPORT
 - b. Update on Utility pole: SEE MANAGERS REPORT
 - c. Update on Gutter cleaning; SEE MANAGERS REPORT
 - d. Revisions to our R and R amendments. We received new wording from our attorney, Mr. Zacur. After our review and approval of wording from attorney and wording of a cover letter by Director Dorward, Jenny will send out a letter to all unit owners requesting new votes. The special meeting to approve the new amendments will take place on Tuesday, April 14, at our regular board meeting.
 - e. Faded sign on 2nd Street: SEE MANAGERS REPORT.
 - f. Cracks in wall in or near Units 6 and 7: SEE MANAGERS REPORT.
 - h. On-site meeting with A Premium Lawn was discussed. This has not occurred. We agreed that Massey should be involved any such meeting. Jenny will attempt to schedule.
 - i. Key return from R and R landscaping: SEE MANAGERS REPORT.
7. NEW BUSINESS
 - a. Landscaping and sprinkler irrigation: Jenny and President Shannon are working on scheduling an inspection from a company that specialized in this type work. The meeting is supposed to occur soon.
 - b. Unit 4 is adding a metal gate between the pool deck and the individual patio. President Shannon has given ok.
8. COMMITTEE REPORTS:

Grounds: Director Falkenberry discussed issues that need to be addressed by the new lawn company in a face-to-face meeting such as: complete sprinkler evaluation (may need another company to assist with this); new contract with Massey; meeting to discuss dead or dying plants and any replacements.
9. DIRECTORS COMMENTS
10. OWNERS COMMENTS: None present.
11. NEXT MEETING: The next Meeting of the Board will be held on April 14 at 2 pm at Unit 16.
12. ADJOURNMENT: Director Dorward moved, and Director Yetter seconded, to adjourn. The motion passed unanimously, and the meeting was adjourned at 3:31 pm

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