

**GASPARILLA CONDOMINIUM ASSOCIATION, INC.**  
**160 Jose Gaspar Drive**  
**Englewood, FL 34223**

**NOTICE IS HEREBY GIVEN of the Board of Directors meeting of Gasparilla Condominium Association, Inc to be held on the date, time, and place noted.**

**PLACE: 160 Jose Gaspar Drive - Cabana**

**DATE OF MEETING: Wednesday, November 13, 2019**

**TIME OF MEETING: 10:00 am**

**AGENDA**

1. Call to order
2. Establish a Quorum
3. Establish proper notice of meeting
4. President's Report
5. Secretary's Report
  - a. Approve the minutes of the Regular Board Meeting on April 10, 2019
  - b. Approve the minutes of the Action Between Board Meetings on May 29, 2019
6. Manager's Report
7. Treasurer and Finance Committee Reports
8. Committee Reports
  - a. Building and Grounds
  - b. Beautification
  - c. Boat and Kayak Applications
  - d. Cabana
  - e. Memorial Fund
  - f. Auction Fund
  - g. Social & Welcome
9. Old Business
  - a. Insurance Appraisal
  - b. Bushwhacker Tree Trimming
10. New Business
  - a. General Maintenance
  - b. Backflow Install Project
  - c. Irrigation
  - d. Website Master
11. Owner Correspondence
12. Executive Session
13. Next Meeting
14. Adjournment

## GASPARILLA CONDOMINIUM ASSOCIATION

### BOARD of DIRECTORS MEETING

A meeting of the Board of Directors of the Gasparilla Condominium Association was properly noticed and held at 10:00AM on Wednesday, November 13, 2019 at the Cabana located 160 Jose Gaspar Drive, Englewood, FL 34223.

Present were Mark Chapman, Gwen Pelz, and Phyllis Payne, & John Rodney. Judith Geithman was absent. Also present was Kayla Kraft from Surfside CAM Services, Inc., as well as many Gasparilla owner residents.

Vice President Mark Chapman declared a quorum present and **called** the **BOARD OF DIRECTORS** meeting to order at 10:02AM.

**President Report:** President was absent from the meeting.

#### **Secretary Report:**

Gwen Pelz reported that Mark Chapman now is the key holder for any access. There is a thanksgiving dinner planned at the Cabana for any residents to attend and bring a dish. Volunteers are also needed to help set up the Christmas decorations this year in the community.

**MOTION:** John Rodney moved *“to approve the minutes of the Regular Board Meeting held on April 10, 2019.”* Second by Phyllis Payne. 4 Votes For, 0 Votes Against. **MOTION APPROVED.**

**MOTION:** John Rodney moved *“to approve the minutes of the Action between Board Meetings held on May 29, 2019.”* Second by Phyllis Payne. 4 Votes For, 0 Votes Against. **MOTION APPROVED.**

#### **Treasurer Report:**

John Rodney reported the bank balances as of September 30, 2019. An insurance appraisal has been completed and sent to Rowley Insurance to update the current policies and provide a quote for the 2020 budget. A CD was opened at Synnovus bank in the amount of \$250,000.00 replacing the old CD held at Florida Community Bank. Another CD was opened at Wells Fargo in the amount of \$250,000.00.

The 2020 budget preparation is underway and is very similar to the 2019 budget numbers. A few minor increases are included in a few categories. Overall the operating budget is in good shape with an increase in association monthly dues. The reserve study schedule has recently been completed and corrected by Staebler Appraisal & Consulting. Upon reviewing the reserve study with the finance committee and Mike Manning of Surfside, the reserve analysis will be sent out with the 2020 approved budget. The next major reserve project will be redoing the roofs on each street, one year at a time.

The budget meeting is scheduled for December 18, 2019 and a copy of the proposed budget will be mailed out to all owners 14 days prior.

**Committee Reports:**

Building and Grounds- Chair Mark Riemer wanted to remind residents that the sewer is pumped out of the community by the lift station and to be mindful of what goes down the drains. The shed is available to all residents to use the equipment as long as it is replaced if damaged. Many repairs are still outstanding for the irrigation system at this time. He also reminded the residents that they are more than welcome to join any of the committees. However, Mark Riemer will be stepping down as the Chair of the Building & Grounds committee and will need a committee member to take his place. The dock & kayak renovations and repairs will be starting soon.

Beautification: Mariette Russell wanted to thank Bushwhacker tree service for taking care of the grounds and upkeep of the community. Committee meetings will be starting in a few weeks however; she will be stepping down as the Chair of the Beautification committee and will need a committee member to replace her.

Boat & Kayak Applications: None at this time.

Cabana: Gwen Pelz reported that the supplies for the clubhouse have been stocked. The chair loungers by the pool have been cleaned and ready to go for the returning residents!

Memorial Fund: Phyllis Payne reported that it has been quiet over the summer months. There has been \$775 in contributions to the fund. The fund has donated \$1000 for Christmas decorations. Therefore the fund amount is currently \$2300.00. Thank you to those who have contributed to the memorial fund.

Auction Funds- No report was given.

Social and Welcome: No report was given.

**Old Business:**

Insurance Appraisal-The insurance appraisal was completed. See treasurer report above for more detail.

Bushwhacker Tree Trimming- A few trees were removed due to disease. More detail is in the May 29, 2019 meeting minutes.

**New Business:**

General Maintenance- See building & Grounds maintenance report above for detail.

Backflow Install Project: A letter from a homeowner was received in regard to the sharing of emails and bidding process. The board noted that 3 bids were obtained ranging from \$525 to the lower thousands per unit for the backflow install. They received the competitive bids to help obtain the lowest price for the residents of Gasparilla to install the backflows that were required by the Englewood Water District. They do apologize that emails were sent to GEM Plumbing without the owner's permission. This will not happen again in the future.

Irrigation: After numerous attempts to meet with Goins Irrigation to repair and walkthrough the system the board has determined to look for other contractors for irrigation. Surfside will obtain proposals for monthly irrigation maintenance and will bring to the next meeting. Gwen Pelz or Kayla Kraft from surfside will meet with the bidding companies to walk the system.

**MOTION:** Gwen Pelz moved *“to terminate the contract with Goins Irrigation effective immediately noting that all keys and remotes must be returned by the end of November.”*  
Second by John Rodney. 4 Votes For, 0 Votes Against. **MOTION APPROVED.**

Website Master: Judith Geithman has renewed the website domain along with setting the contact info to be the President of Gasparilla. She also appointed Pagen Regini to serve as the webmaster.

**Owner Correspondence:** The owner at unit 155 has submitted the correct documentation to have an emotional support animal.

**Executive Session:** After the meeting was adjourned the board discussed owner violations.

**Next Meeting:** The next meeting is scheduled for December 11, 2019. A workshop is scheduled for December 4, 2019.

**Adjournment:**

**MOTION:** John Rodney moved *“to adjourn the meeting at 11:19 AM.”*  
Second by Phyllis Payne. 4 Votes For, 0 Votes Against. **MOTION APPROVED**