

SAVOY ON PALM CONDOMINIUM ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
March 13, 2008

The Board of Directors Meeting was held March 13, 2008 on the Third Floor of the Savoy on Palm Condominium at 401 South Palm Avenue, Sarasota, FL 34236 in accordance with Proper Proof of Notice. The Directors present were Peter Fanning, Wayne Ruben, Morton Siegel, George Hawley and Robert Lindeman. Representing Beth Callans Management Corporation was Gary Glass and Carol Birdwell.

Call to Order

Mr. Fanning called the meeting to order at 4:05 pm.

Determination of a Quorum

Mr. Fanning noted a quorum was established with five (5) Board Members present.

Confirm Proper Proof of Notice

Mr. Glass stated that Proper Proof of Notice was posted in accordance with Association documents and Florida Statutes.

Reading and Approval of Previous Minutes

Mr. Fanning made a motion to approve the minutes for January 10, 2008 with the corrections. Mr. Siegel seconded. *Motion passed unanimously.*

The minutes from February 14, 2008 were deferred until the next Board of Directors meeting.

Treasurer's Report & Review of January Financials – Mr. Siegel

President's Report

- **1102 Update:** Mr. Fanning stated a structure located on the balcony was in violation of the Condominium Association Documents due to the height of the structure.
- **1101 Update:** Mr. Fanning stated a letter was sent to the owners regarding the construction work being done in the unit. There have been problems with the workers not using the designated elevator and tracking debris throughout the building. Mr. Siegel met with the general contractor on the project to address the concerns, but the workers have continued to not follow the rules. Mr. Fanning made a motion that a letter be written to the owners and request a schedule and

completion date for the unit and give the owners five (5) days to respond. Mr. Hawley seconded. *Motion passed unanimously.*

Committee Reports

Turn Over Committee Report – Wayne Ruben

Mr. Ruben stated a meeting with Turner and others was scheduled of April 8, 2008 and is providing a list of concerned areas.

- Balcony issue: Approximately 80 balconies do not meet the building codes. They need to be 42” in height.
- There are not enough weep holes to allow water to drain properly. The water that is trapped will accelerate rusting.
- There is a gap between the stucco and balconies and there is also a stucco issue on the side of the building.
- The glass on the bottom of balconies needs to be lowered.
- The channel in the wall needs to be sealed.

Mr. Ruben stated the elevators have 15-18 code violations that need to be addressed within 30 days. Turner and Floria would address the violations and a completion date was set for June 20, 2008. March 19, 2008 the cables that control the elevator will be shortened. One elevator had been completed.

Rules Committee – Nancy Lindeman

Ms. Lindeman submitted the report in the absence of Marge Mesirov and Toby Kaulkin. A copy of the report is hereby attached and incorporated. Ms. Lindeman stated the Committee recommended rules be adopted concerning the fitness room and the pool/spa. Mr. Fanning stated the rules suggested would need to be posted before becoming effective. Mr. Hawley made a motion to move forward with the rule changes. Mr. Siegel seconded. *Motion passed unanimously.*

Mr. Fanning introduced Rules for Construction which had been deferred from the January meeting to give Board members an opportunity to read them before taking action. Mr. Fanning moved acceptance and Mr. Siegel seconded. *Motion passed unanimously.* Mr. Fanning asked that these rules be posted with the others.

Budget Committee – Nancy Lindeman

Ms. Lindeman recommended to the Board to purchase items that maintenance staff has requested. The list is hereby attached and incorporated. Mr. Fanning made a motion to allow the items to be purchased. Mr. Siegel seconded. *Motion passed unanimously.*

Life/Safety Committee – Jerry Elden

Mr. Elden summarized the report and a copy is hereby attached and incorporated. Mr. Elden recommended against the Board purchasing four (4) defibrillator cabinets to be placed in the elevators at \$369 each. Mr. Lindeman proceeded to make a motion to approve the purchase of four (4) cabinets and three (3) additional defibrillators to be

placed in the elevators. Mr. Hawley seconded. One (1) in favor four (4) against. ***Motion failed.***

Mr. Fanning made a motion to install a defibrillator on the third (3rd) floor. Mr. Siegel seconded. ***Motion passed unanimously.***

Investment Committee – Mike Mesirov

Mr. Kaulkin gave the Investment Committee Report in Mr. Mesirov's absence. A copy is hereby attached and incorporated.

Social/Communication Committee - Betsy Cole

Ms. Cole summarized her report a copy is hereby attached and incorporated.

Civic Committee Report – Ms. Siegel

Ms. Siegel read her report a copy is hereby attached and incorporated.

Facilities Committee – Bill Roe

Mr. Roe summarized his report a copy is hereby attached and incorporated.

Beth Callans Management Report – Gary Glass, LCAM

Mr. Glass summarized his report a copy is hereby attached and incorporated.

Landscape Sub Committee – Betsy Cole

Ms. Cole summarized her report a copy is hereby attached and incorporated. Ms. Cole recommended to the Board a lock be installed on the pool door. Mr. Fanning made a motion to install the lock. Mr. Lindeman seconded. ***Motion passed unanimously.***

Ms. Cole recommended to the Board that locks be placed on the gates. Mr. Fanning made a motion to install two (2) locks at the pool gates. Mr. Hawley seconded the motion. ***Motion failed unanimously.***

Ms. Cole recommended the Board allow the Landscape Committee to purchase Coconut Palms at a cost of \$800. Mr. Fanning made a motion to allow \$800 for the palm trees Mr. Hawley seconded. ***Motion passed unanimously.***

Ms. Cole stated the Committee would like to request the Board to allow the Committee to spend funds without requesting the Board permission and that they do not go over budget. Mr. Fanning made a motion to allow the Landscaping Committee to spend money allocated unless there is a 20% deviation which will need to be requested to the Board. Mr. Siegel seconded. ***Motion passed unanimously.***

Old Business:

- Purchase of additional defibrillators for the elevators: This item was discussed and voted on under Life/Safety Committee.

Mr. Ruben excused himself from the meeting at 6:20 pm. A quorum was still established with four (4) Directors present.

New Business:

Mr. Fanning stated that a proposal to paint the garage area had been received some time ago and the Association is checking with the vendor that was selected to determine if they are still willing to honor the original bid, however it was agreed that no work should be done until the turnover issues involving the garage are satisfied.

Adjournment

Meeting was properly adjourned at 6:45 pm

Respectfully Submitted

Gary Glass, LCAM
Beth Callans Management Corporation

March 13, 2008
Facilities Committee Report to Savoy Board of Directors

Request Approval for the following expenditures/actions:

1. Purchase and installation of keypad locks (similar to the Burns Court gate) for the Pool Gate and the Gate on the NW corner of the fenced property. Expenditure not to exceed \$1300.00. Note: additional quotes will be secured to assure best price before proceeding.

Reports of Things Accomplished:

1. The fence has been installed on the the northwest side of the property.
2. The 'No Parking' signs have installed in the 1st floor garage.
3. Gary Jones and Bill Roe met with Gary Glass to communicate Association thoughts and concerns about the maintenance and cleaning of the property. The next step in this process is a 2nd meeting during which Beth Callans will tell us their plans to assure that this work is performed to our expectations. We hope this meeting will occur on March 14.
4. Rubber ramps have been purchased to facilitate the movement of the Dumpsters over the gate tracks and they seem to work satisfactorily.
5. The plantings near the pool and on the Terrace have been installed.

Recommendations to Board of Directors

1. That the building security be immediately 'enhanced' by installing a lock on the door leading from the 1st floor garage to the pool hallway.

Other Matters:

Reminder: All recycables (excluding newspapers) must be in bags to prevent dripping as Juan moves around the building collecting these items.

Social Committee Report
March 13, 2008

The social committee reports that they have had another successful International Cuisine night . French. 22 in attendance.

The next Int. Cuisine night will be Greek night on April 13th. Sign up in Post room.

The last newsletter will be for the month of April. The editor requests that owners participate in the newsletter by sending in news to share.

Betsy Cole Chair

Rules and Procedures Committee Report
March 13, 2008

Rules and Procedures Committee Recommendations to the Board

- 1) Due to the limited space in the fitness area, no persons, unless they are overnight guests either in an owners unit or in the guest suite, shall use the fitness center at any time.
- 2) There is a time limit of 30 minutes for use of all equipment in the fitness center if someone else is waiting to use that equipment.
- 3) Anyone who is not an overnight guest of an owner or using the guest suite may not use the pool, spa or grill areas unless in the company of an owner.

Savoy Life Safety Committee

Committee Meeting -- 3/6/2008

A committee meeting was held on Thursday, March 6 at 3 PM. It was attended by Bob Lindeman, Jerry Eiden, Michael Mesirov, Fred Doery and Bill Roe in his capacity as Chairman of the Facilities committee.

1. **Emergency Generator:** The Board having approved the installation of a second, auxiliary fuel tank for the diesel generator set at the Feb. 2008 meeting, Fred Doery has been working with Beth Callans Management to get the installation accomplished. As of this meeting Beth Callans was working on completing the Purchase Contract. Fred will follow up on the installation once the purchase contract has been completed. Follow-up planning is needed to examine two power failure scenarios: 1) Extremely long (1 week or more) outage due to hurricane aftermath and 2) Moderately long (perhaps 1-2 days) due to a local FPL problem. It may be feasible in case 2 to add some circuits to the emergency generator output to provide some sections of the building with air conditioning for those who wish to stay in the building during the outage. These circuits would be disconnected in the event of a hurricane. Fred Doery will take the lead in developing this plan with others pitching in.
2. **Lighting Efficiency and Safety:** George Hawley agreed to make measurements of garage ambient lighting on the 1st and 2nd floors to compare to code requirements. The Board having approved disabling alternate light fixtures in the emergency egress stairwells, George will follow up with Beth Callans on the progress with that task.
3. **Common Water Filtration:** Michael Mesirov has ordered tests to determine the Langler index of the water entering the building and after exiting the water softener system. Preliminary indications are that both measurements show a negative Langler index, indicating the potential for future corrosion of plumbing lines and fixtures in the building. There was some confusion as, contrary to the lab findings, the city claims to have a positive index and should have. Michael is following up on this with the lab before the final report is issued.
4. **Fire Safety:** The building fire safety alarm system and egress facilities have been revisited as part of the Turnover process. There are some open questions about the pressurization fans in the fire egress stairwells. They work but may be underpowered as a specification shows a horsepower figure about 3 times that of the in-place fan motors. We were told that the fans are variable speed but they appear to be single speed. The air pressure sensors that are supposed to

monitor fan operation are sensitive to outside wind pressure, generating false alarms. These alarms have been disabled. This may mean that there would be no alarm if a fan failed to operate. One of the transition doors that allows moving from front to rear stairwells and vice versa was not operative. Signage was not placed where it would best serve the purpose. Rooftop egress doors need to be checked by Bill Roe and George Hawley. The AES system maintenance contract and checklist needs to be reviewed as does the Beth Callans checklist. There is no good reason why the system should have had so many defects at this stage of the development.

5. **Satellite Television option:** Advanced Audio Design is still awaiting equipment pricing from Germany to complete their bid. George Hawley will follow up.
6. **Defibrillator:** Bob Lindeman reported that two fully subscribed defibrillator classes have been successfully completed. A third has been scheduled for March 20. Bob is advocating the installation of defibrillators in the 4 elevators in order to facilitate prompt delivery of the devices throughout the building. The Committee recommends that the Board give this proposal serious consideration.
7. **Gas Meters:** The time is coming to look at annualized usage for each unit to determine if it is worthwhile billing individual residences for gas usage. We believe some unit readings have been taken but this needs follow-up.
8. **Archive of Life Safety Information:** It was the consensus of the group that it would be valuable to build an archive of information about the operation of various systems so that we would not be dependent on one or two individuals who may or may not be around when the information is needed. George Hawley will get back to work on this.

BETH CALLANS MANAGEMENT REPORT
For the Savoy on Palm
March 13, 2008

I. Landscaping

- a. West Coast Landscape & Lawns Inc.

II. Maintenance

- a. Pool heater was repaired heat rollover switch replaced and the wind covers were installed
- b. Timer was installed on the SPA and tested ok.
- c. USA Fence Installed new fence but needs to finished.
- d. Kim Cleaned the waterwall and it is on a quarterly schedule for water replacement and a biweekly cleaning schedule.

III. Other

- a. Processed bi-monthly payables.
- b. Reviewed monthly financial reports.
- c. BCM is talking with Verizon to receive bulk pricing and other incentives for all the associations BCM manages, we will send more info once we have all the details.
- d. TOPS web site
- e. Darren Howard from Atlas Insurance will be at the February 14th meeting to explain the master insurance policy and to answer any questions. ON HOLD BOARD WILL DECIDE ON NEW DATE

Respectfully Submitted,

Gary Glass, LCAM
Beth Callans Management Corporation