

Key Manor Condominium Association - Board of Directors Meeting

Date: 7/18/23 Next Meeting 8/22/23 postponed from 8/15/23 **Location:** Ameri-Tech Office, St. Pete Location

Meeting called to order by: Matt Martin @ 6:07pm, 2nd by Kinga Sojka

Minutes: Approved by Tom, Matt, Kinga

Members of the Board Present: President, Kinga Sojka; Vice-President, Matt Martin; Secretary, Tammy Hall, Secretary; Tom Pearson, Treasurer, Steve Pearson **Other Guests:** Danuta Dzikowska, Bob (AmeriTech Office Mgr) Matt Martin, Walt McCanless, Mary Chapman

Communications:

President; VP, Mgr: Invoice from Plumber (Bldg E Unit) paid \$1,537. Atty advised it is associations responsibility, as the pipes belong to same. All unit owners should be using same plumber. Suggested Roto-Router – All Approved. E103 will be accessed soonest for inspection (rotten food, plumbing issues etc.). Roof repair: 8K quote, needs to be included as line item and completed prior to insurance renewal. \$34K short in reserves. North Meeting Room – has termites, leaks etc. Can't go further on restoration until plumber checks. All approved getting quote before any work done. 2 Water shutoffs on N Buildings found, 4 on South. Possible clog. Bid processes approved by all. Reach out to city being done by Matt re: regular maint. of sewer lines. All approved. August P&L sheet should be received 10th of each month. Matt & Kinga request date stamp in/out on leases and apps. Bob says this is being done. Danuta will reach out to Jenny to find what has and hasn't been sent. Many items brought up that were not taken care of.

Unfinished Business: New atty approved by all. Specializes in Condo Associations. Gree Nikoloff. Will address Bldg C >60 day (only one) delinquency prior to next meeting. Lawncare contract: Brad's Lawn Care price the same as Mike's. Brad's approved by all. Landlord rules: we can change per atty. and should be relatively easy. Matt to express boards concerns to atty.

New Business: Topcoat on parking lots is wearing and exposing under base. Spider cracks. Hasn't been sprayed since about 3 years ago. Roller Sealer goes in further. Ameritech to obtain 3 bids on sealant. All approved. Tree (pine) fell/spilt in half. \$500 to remove.

Open Discussion: Walt asked about why a certain prospective new tenant was not approved. It was explained that the it is up to the landlord to discuss denial w/ prospective tenants denial. It will be discussed more in detail once discussed and put in condo docs/rules & regs. Landlords need to have approval & pass background check before new tenants moving in. Mary asked why no new amendments and other docs have not been sent to owners and expressed concern that May was the last amendment revision. Per above, Danuta will be reaching out to Jenny for specifics on this and other questions/complaints.

Motion to adjourn by: Matt at 7:34 pm, all in favor.