

9/19/2023 Key Manor Condominium Association Board of Directors Meeting

Called to order: @ 6:19 pm by Kinga Sojka, 2nd by Matt Martin

Location: Ameri-Tech St. Petersburg Office

In Attendance: Kinga Sojka, President, Matt Martin, Vice President, Tammy Hall, Secretary, Tom Pearson, Treasurer, Steve Kopsell, Director. Andre Clarke, Walt McCanless, Mary Chapman, Danuta & Phil (Ameritech Property Managers)

Minutes of 7/18/23 meeting read by: Matt, Approved by Kinga w/ exception of replace name "Bob" w/ "Phil" in attendance.

Officer/Manger Communications: Questioned why Laundry Co. increased rates but revenue not reflecting same. Used to be appx \$200 per mo., now appx. \$42. All (board) agree we should have a detailed report. Phil says may not happen. AmeriTech looking in to and will advise at next meeting. As regards to Late fees and Application fees, we need to get on board w/ what other associations are doing and amend (after vote) to make changes to Condo Docs. Tabling Rules & Regs for atty clarification proposed by Kinga, 2nd by Matt.

Unfinished Business: List Review w/ new Property Manager – (Matt asked about the following 7 times)

- a) Wooden Bldg Numbers – Danuta needs size – Matt will provide
- b) Amendments addressed by atty, letters sent
- c) All papers date stamped – Danuta says done
- d) Background Checks – Natl being done, Federal doesn't show much more. All ok w/ that
- e) Projections from Vendors – Danuta says done
- f) A-1 recovery sent new contract (Authorization form) – Not done. Once contract is signed they will drop off signs
- g) On waitlist for free irrigation inspection

New Business:

- 1) Fire Inspection/Results/Requirements – Put Smoke Detectors in Laundry Rooms, Unit requirements posted on all doors by Matt as well as Red Tags under Bldg #'s, \$400 Invoice submitted by same for Fire Inspection.
- 2&3) Rules/Regs re: App Requirements, App requirements, Violations – Atty has been sent copy and suggests changes – to be discussed and questioned further prior to amending after vote.
- 4) Loitering/Trespass Laundry Room Access – Per Matt's research, it would cost appx \$250 per door all inclusive of storage and laundry rooms. Phil suggested punch 4 digit code. Costly upfront & not fool proof. Matt will get quote. Motion by Matt, 2nd by Steve.
- 5) bldg. G #107 – A/C not working due to Wire Chute Blockage. HVAC person to be scheduled for repair.
- 6) Bldg B unit owner concern re: foundation settling – Letter will be sent on AT letterhead stating porches not originally intended for living area. If remodeled, would need to go back to contractor for remediation.

Preparing for Budget review – Workshop 9/25 @ 6pm:

- a) Line item re: Laundry- is it costing us? Per Tom, statement is just for service. Need true value. Spreadsheet S/B provided by Phil showing trend by 9/25. Should get comps annually per Phil.
- b) Danuta to provide other quotes for roof replacement. Waiting for inspection for from Albright roofing reviewing \$8K repair job. Painting reserve is \$1.6k short as of 9/19. We have received no confirmation that emergency contact info updated. Phil says to EM IT person as to what we want such as where is update going. IThelp@ameritech.com.
- c) City of St. Pete – Danuta will forward page from city for biannual inspection. Won't send us a copy of the report.

Open Discussion: Do we need to add Steve to WC – no, there is a clause for volunteers. Amendment of Bylaws regarding dual wheels - People living here prior to amendment were grand fathered in. Regs Item C/atty notes – need full description of types of contractors that 48 hour notification would be required for. Duke Energy Flags – explained that Duke doing upgrade and rerouting to service junction boxes.

Adjourned at: 8:05 pm – Motion by Tammy, all in favor