

PINESTONE AT PALMER RANCH ASSOCIATION, INC.
WORKSHOP FOR BOARD OF DIRECTORS MEETING MINUTES

November 8, 2016

CALL TO ORDER MEETING:

Suellen Coito called the workshop to order at 10:00 a.m. in the Pinestone at Palmer Ranch Clubhouse, 4255 Players Place, Sarasota, Florida. 34238.

Present: Suellen Coito - President; Sandra Keir - Treasurer; Rob Hoerner – Secretary, and Directors; David Yamin, Ed Wambold and Dave Kathman. Also present were Association Manager; Debbie Fulton, CAM, AMS, CMCA, PCAM, Carm DiBella from Pest Shield and 15 homeowners

CONFIRMATION OF A PROPER MEETING NOTICE

The notice for the workshop meeting was posted and delivered to each member of the Board in accordance with the Bylaws of the Association and requirements of the Florida Statutes.

Discussion items:

- **Discussion of changing pest vendors** – Carm DiBella from PestShield discussed the quote for pest services. They concentrate the services on the exterior. Exterior will be treated quarterly. Will have a tech here weekly and will educate the owners. Will bait the rodent boxes monthly. Will also treat for any termite(s) or issues. Carm explained why Pinestone would have the need for termite treatment. Add to the agenda for the meeting.
- **Proposal for crosswalk on McIntosh Road** - The information was distributed to the Board. Fred spoke on the proposal with the County. There is no charge to Pinestone. The County would like a liaison. Suellen recommended and appointed Fred be the liaison.
- **Discussion of a collection policy** – Debbie explained the proposed policy. Add to the agenda. Add to the agenda, after review by the rules and reg committee.
- **Discussion of an open house policy** - Debbie explained the proposed policy. Add to the agenda, after review by the rules and reg committee.
- **Discussion of records review policy** - Debbie explained the proposed policy. Add to the agenda, after review by the rules and reg committee.
- **Discussion of applications, time frame / rush** – Debbie discussed the process, time frame and the fact that the association could charge a rush fee of \$50 - Suellen outlined the 14 day time frame. It was determined that the 14 days was a gridline to respond by, not a timeframe that applications could not be approved until.

There was further discussion of the application form and changes here to, as well as the rules to live by. There was discussion of the deposit for long term renters. Need to have a rules committee meeting and clean up the issues to be voted on by the Board.

- **Discussion of cost for estoppels and condo questionnaires** – At the moment PCM is doing the estoppels at \$159 per and questionnaires at \$175. Debbie advised she could do the estoppels and the association could have the additional income. There was discussion on the charges for questionnaires. Should the fee be charged for those refinancing within Pinestone. Add to the agenda to have the them done in the Pinestone office and to waive the fees for an owner refinancing.
- **Discussion of the need to resurface the pool** – There was discussion and Debbie was requested to get two additional bids. Will also investigate if the YMCA will let the residents use the pool at a special fee during the renovation.
- **Discussion of posting information from Board meetings prior to the approval of the minutes** - Ed would like to see an unofficial summary posted prior the minutes being approved. Point of fact was the resignation of a Board member. It was determined that Debbie will post the draft minutes on the bulletin boards marked DRAFT after the Board meetings.
- **Discussion of adding a member to fill Toms remaining term (through 1/17/17)** - There was discussion of the opening. Some felt it should be filled at the annual meeting since there is so short a time until that meeting. Add to the agenda.
- **Discussion of building 17 roof repair/ charges** – An owner had advised the fawns were hitting the building. Arvilla and Suellen looked at the trees and they were not touching the building. It was noted a time line was sent to the board and the office. Add to the agenda to determine who pays the expense.
- **Discussion of appointment of a hearing committee** - Ask for volunteers.
- **Discussion of Xfinity Rep visiting the property monthly / holding a owner information session** – Debbie explained the Xfinity rep was here and would like to come monthly and meet with any owners that have questions on services. Determination is the association is not interested in a rep being here monthly.
- **Discussion of tennis court hedge height (fence / screen)** - There was discussion of the trimming height. Rob will advise the committee at the Thursday meeting.
- **Discussion of Board communications with committees and committees autonomy for research** - Ed discussed the committee charters and such. He was under the impression the chair of the committee ran the committee for research of items of importance to them. They would then bring the information to the Board for consideration. He further felt individual Board members should not interfere. It was noted that per the attorney the committee should not make policy unless requested to do so by the Board. Rob felt that the committees should work on what they determine, but the liaison should guide them as to the thoughts of the Board. It is not in the committee's purview to determination when to spend association funds. There was discussion that the Manager can spend up to \$3,000 and if over \$5,000 there must be three bids.
- **Discussion of procedure and/or policy development for how PPR contacts the attorney** - There was discussion that should issues come up they would be discussed among the board prior to getting an opinion from the attorney.

- **Discussion of the proposed 2017 budget** – The budget was mailed and will be adopted next week. An owner brought up the carry over as well as the funds that were realized in the 2015 audit.

Ed noted he will schedule a Facilities, Systems, Technology & Security Committee meeting

Meeting Adjourned 12:40 p.m.