

Approved
5/25/22

Crystal Bay Condominium Association, Inc.
Board Meeting Minutes
March 29, 2022
Via Zoom Conferencing & The Grand Atrium in person

Directors in Attendance:

Sara Blumberg, President
Michael Gordon, Secretary
Denis DeMarino, Treasurer
Tom Burke, Director
Revonda Cornell, Director

Also Present:

Beverly Neubecker, L/CAM Ameritech Property Manager

Multiple Owners were in attendance.

MINUTES OF THE MEETING

Call to Order:

Sara Blumberg called the meeting to order at 7:18 p.m. Meeting notice was posted at all entrances 48 hours prior to meeting.

ORDER OF BUSINESS:

Call to Order: The meeting was called to order at 7:18 p.m. by Sara Blumberg

Waive reading and acceptance of previous meeting minutes:

Mike moved to waive the reading and accept the November 24, 2021 minutes as submitted, seconded by Tom, all in favor, carried.

NEW BUSINESS:

Roofing Project:

Revonda Cornell and Mike Gordon presented the 2022 roofing project. This project addresses only the main flat roofs for all buildings (i.e., not the metal roofs). An overview of the key terms was provided: flat roofs definition and the importance to address the sloping/pitch of a flat roof. The five buildings were completed at separate times which means the age of the first roofing material varies. A, B, C, D, and E are concrete; and F building is wood. The second roofing material was placed on the roofs in 2002 by Tarheel Roofing Company. This roofing material is a Spray Polyurethane Foam (SPF) type of roof. The warranty period was for fifteen (15 years). Tarheel Roofing Company reported the condition of the five roofs as 'good' E building; 'fair' for A, B, and C; and poor for building F. Pictures of the current condition of the roofs were also distributed for the board members. In these pictures, the trash and debris left was also noted.

Five roofing companies provided a quote. A brief explanation was provided of the types of roofing materials to select from for flat roofs (Single ply, modified bitumen and built-up roof). Brief review of recommendations (not voted on) was briefly discussed (preventative maintenance contracts, clean up the roofs removing old AC's, freon cans and all materials left behind. Clean out the storage areas that cover metal roofs and replace the metal roof storage doors that are rusted, label all the HVACs now in preparation of roofing installation, enhance monitoring of contractors repairing/replacing HVACs).

Fire Inspection Report from December and status of correction:

Beverly Neubecker, Property Manager explained that the previously scheduled unit to unit sprinkler inspection from December had to be rescheduled due to improper noticing. The rescheduled date is April 21, 2022. Ms. Neubecker advised the membership of the importance of allowing/providing access to protect all units in the association if a fire event should occur.

Fire Sprinkler inspection internal to all units-what's in it for everyone to participate:

Ms. Neubecker also read an excerpt from the NFPA 25 Florida fire code to help explain the importance to the membership. She also requested that if the association must access the owner's unit if they are not here, to please make sure management has a current key, or that someone can allow access.

Pole Lights Installation:

Ms. Neubecker stated that four pole lights had recently been replaced with updated LED style. The lights as they go out will be replaced with this style of light for better efficiency and better lighting. An owner in the audience suggested they are tilted down more as they are not gracing the property as well as they could. Switch Electric will be contacted to come back out and adjust.

ADJOURNMENT:

Mike Gordon made a motion to adjourn the meeting, seconded by Revonda, all in favor. The meeting adjourned at 8:19 p.m.