

**Four Seasons Condominium
Board of Directors Meeting
Minutes
December 18, 2019**

President Pat Petersen called the meeting to order at 2:02 PM. Pat Petersen, Jim Holmes, John Stohl, and Ron Knuppel were present, Scott Cameron was not.

The Secretary read the minutes from the November 27, 2019 Board meeting.

Motion No. 1: Jim Holmes made a motion to approve the minutes as read from the November 27, 2019 Board Meeting, seconded by John Stohl, and passed unanimously.

Motion No. 2: Jim Holmes made a motion to approve a contract to Keystone Engineering & Consulting, Inc. for engineering services for Phase II of the bid process for building 8 which includes, bidding, contracts and meetings in the amount of \$3,500.00, seconded by John Stohl, and passed unanimously.

Motion No. 3: John Stohl made a motion to approve a contract to Tech Systems Inc. for preventive maintenance on the two story shingle roofs to abide by the shingle warranty which is a limited life time warranty in the amount of \$2,450.00 which also includes any repairs seconded by Jim Holmes and passed unanimously.

Motion No. 4: Jim Holmes made a motion to approve a contract to Tech Systems, Inc. for wood replacement and truss repair on Garage A in the amount of \$3,078.31, seconded by John Stohl, and passed unanimously.

Motion No. 5: Jim Holmes made a motion to approve a contract to Tech Systems, Inc. for time and materials for Buildings 8, 9, and 10 to find and repair leaks and the use of the high reach in the amount of \$4,489.90, seconded by John Stohl, and passed unanimously.

Motion No. 6: John Stohl made a motion to remove \$3,078.31 from the Garage Reserve Account to pay for the wood replacement and truss repair on Garage A, seconded by Jim Holmes, and passed unanimously.

Motion No. 7: Jim Holmes made a motion to remove \$4,845.00 from the Fire Alarm Reserve Account to pay for the 5 year standpipe hydro test on buildings 8, 9, and 10, seconded by John Stohl, and passed unanimously.

Motion No. 8: Jim Holmes made a motion to remove \$5,200.00 from the Riverbank/Dock Reserve Account to pay Kane Surveying Inc. for the shoreline survey that was needed to obtain a permit from the City of Cocoa Beach and riparian rights line and sovereign rights for the Florida Department of Environmental Protection to repair the dock, seconded by John Stohl, and passed unanimously.

Motion No. 9: Jim Holmes made a motion to remove \$14,400.00 from the Concrete/Restoration/Railing Reserve Account to pay Tech Systems, Inc. for 6 concrete header repairs on Garage A, seconded by John Stohl, and passed unanimously.

Motion No 10: John Stohl made a motion to remove \$1,500.00 from the Concrete/Restoration/Railing Reserve Account to pay Keystone Engineering & Consulting Inc. for partial payment of Phase II Bid Process for Building 8, seconded by Jim Holmes and passed unanimously.

Motion No. 11: John Stohl made a motion to remove \$2,150.00 from the Painting Reserves Account to pay Trevor Baggette Custom Coatings Inc for removal of drywall and install hardi board, caulk and coat the patio ceiling of unit 202, seconded by Jim Holmes, and passed unanimously.

Motion No. 12: Jim Holmes made a motion to transfer the excess of revenues over expenses in 2017 in the amount of \$9,162.00 from the operating checking account to the Painting/Waterproof Reserve Account, seconded by John Stohl, and passed unanimously.

Motion No. 13: John Stohl made a motion to transfer the excess of revenues over expenses in 2018 in the amount of \$15,932.00 from the operating checking account to the Concrete/Restoration/Railing Reserve

Account, seconded by Jim Holmes, and passed unanimously.

Motion No.14: John Stohl made a motion to allow unit 203 to replace the storm door on the unit according to the specifications submitted, seconded by Ron Knuppel, and passed unanimously.

Motion No. 15: Jim Holmes made a motion to allow unit 814 to replace the flooring in the unit according to the specifications submitted, seconded by Ron Knuppel, and passed unanimously.

Motion No. 16: John Stohl made a motion to allow unit 918 to replace the flooring in the unit according to the specifications submitted seconded by Jim Holmes, and passed unanimously.

Jim Holmes read his account (the written account has been made a part of these minutes.) of the trouble caused by people coming in off the streets to watch the boat parade on December 14, 2019. He suggested to hire a security guard next year. After much discussion it was decided to bring it up at the Annual Meeting.

The subject of trash being put into the recycle bins was brought up. The Association has received a letter from Waste Management saying that if regular trash continues to be put in the recycle bins, we will get an extra charge of \$15 per yard. The unit owners need to

be educated on this. There are posters on the bulletin boards describing what is trash and what is recycling.

There being no further business to discuss, do I hear a motion to adjourn, Ron Knuppel made a motion to adjourn, seconded by John Stohl and passed unanimously.

The meeting adjourned at 3:15 PM.

Respectfully submitted,

John Stohl, Secretary

Minutes approved 5/24/20

A handwritten signature in cursive script, appearing to read "John Stohl", written in black ink.