



**BOARD OF DIRECTORS MEETING
May 14th, 2020**

Meeting Called to order: 10:00am in Excelsior Community Room by Craig Dobson - President.

Roll Call: In attendance were Jim London, Tom Murray, Craig Dobson, and Sally Innis Klitz. By conference call was Terry Jones and Jim McCoy. Lisa Donatelli was absent. Also, in attendance was Manager, Dan Watnem.

Quorum Established with 6 members in attendance.

Confirmation of Posting of Meeting: Manager Dan Watnem confirmed the meeting was properly posted on the premises complying with the 48 hour notice requirement.

Reading and Approval of Minutes of 5/8/20: Jim London made a motion to waive the reading of the past minutes. Tom Murray seconded the motion. With all in favor and none opposed, the motion passed.

Committee Reports –

Management - Dan Watnem – Focus is still the essentials although they are getting more requests from owners.

Finance – Sally Innis-Klitz - Sally asked for clarity on moving forward with the next steps on the construction of the community room. At this point we are still in the permitting phase, we will not move forward with construction until a Board vote is taken after permits are issued. Sally wanted to go on record that she does not want to move forward given the financial status of Excelsior and future rental income at this time.

Landscaping – Jim London – Supplementary feed to the ponds have been installed and is currently being tested to understand the needed level of the ponds. An owner has a concern about his view of the bay due to vegetation along the villa's. Jim is writing a letter to the owner summarizing our stance.

Building Committee – Tom Murray – Permits are still moving forward for the community room project, but not yet completed. Tom is expecting permits to be approved in early June.

New Business –

Walkways/Site – Dan Watnem –

- Jim London asks that we take a look at cleaning/scrubbing the walkways even though we will be recoating them in the future. Jim also asked that we take a look at pressure washing. Dan had stated that we have tried pressure washing in the past, but the risk is that we peel up the coating itself. Dan said that the staff is looking at a process today, but may have to resort to having an outside service attempt to perform the cleaning.
- Dan also reviewed the long term plan for walkways, painting, railings, gutters, lanai's etc. We have a quote from an engineering firm to come out and inspect the 20 units and external aspects of all buildings. The plan is that a number of Excelsior people, (Dan, Tom, Ken and Terry), would be with the engineer during the inspection and learn what needs to be done for future inspections of the remaining units to develop a scope and direction to move forward with repairs prior to painting and walkway repair.
- **DeStephino Building Engineering Inspection Quote** - \$4520 for the visual inspections without any physical testing. **Craig made motion to move forward with the proposal from DeStephino for \$4520. Sally Innis-Klitz seconded the motion. With all in favor and none opposed, the motion passed.**
- John from Nature Zone will be starting next week going thru all units looking for insects as part of the annual inspections.

Old Business –

Security – Still waiting on updated quotes from security companies since the underground package was taken out of their scope. At this time, based on quotes received, we are at roughly \$40k for the total project. Board will review and send questions to John Sperrazzo regarding the project before approval.

Covid-19 Report –

- Our PPP loan has been approved for \$59,500, but we have not yet signed off on the loan documents and because of this, the money has not been put into our account. Hoping to complete by end of next week.
- The Florida governor still is recommending “stay at home” yet and has not issued any updates beyond the Phase I directive.
- The Board recommends staying with the current staffing plan and continue with the directive that **no one** other than owners and family are allowed to be in the units until the Board reviews again on May 31st.
- The Board also will continue to keep the Library, Courts and Exercise room closed until another review at the end of the Month of May.

Rules/Regulations changes from Committee – In a continuation of the 5/1/2020 and 5/8/2020 BoD meetings, we continue to review the recommendations that the Ken Gertz’s committee put together. Ken is planning to “clean up” the change requests developed from the last three Board Meetings and send out the latest version to all Board members.

Adjournment: Tom Murray made a motion to adjourn the meeting, seconded by Sally Innis-Klitz. All approved. Meeting was adjourned at 12:20pm.

Respectfully submitted by Terry Jones, Secretary