

Jupiter Plantation HOA
Board of Directors meeting
October 15, 2019

Meeting convened at 6 PM

Directors present: McBride, Kelsey, Seng

Minutes of the September 17, 2019 meeting were approved with no change.

Officers reports

none

Committee reports

none

Old business

Pavilion roof - Jane Kelsey said that she and Eric Peterson have solicited bids to replace the Pavilion roof which has been leaking now to a point where we have had to turn off the electric wall sockets because of water incursion. The proposals we have gotten vary widely as to price, but we believe that the only correct way to solve our problem is to concentrate on a new roof which would be constructed with a pitch to direct water off the surface and to eliminate future ponding. We will seek to find a good answer for this problem and hope to be able to take positive action by the next Board of Directors meeting. Jane noted that several repair projects which we are ready to effect cannot be started until we have a roof which won't leak.

New business

- 1) Nominating Committee appointments – in conformity with the By-laws Article III, B (2) the Board appointed the following members to constitute a Nominating Committee: Mary Lou Allison, Wally Able, Tammy Soety and Gail Source. The Committee's duty will be to present on the floor of the Annual Members Meeting names of qualified persons sufficient to fill any vacancies occurring on the Board.
- 2) Mansard clean billing – Russ McBride said that there had been some misunderstanding on the part of residents concerning the Association billing to clean mansards. He then turned the topic over to Eric Peterson to discuss. Eric stated that Article VI, 1 (d)1 of the Declaration of Covenants and Restrictions for Jupiter Plantation provides that the maintenance requirement of all mansards on residential buildings is the sole responsibility of the unit owners to keep clean at all times. The document further states that "If the homeowner fails to maintain the dwelling in such a manner, the Association **may** send a thirty (30) day notice to the owner setting forth the item to be corrected. In the event this notice is not adhered to, the Association may contract to have the work performed and the homeowner will be charged for the invoices delivered by such contractors together with any reasonable cost to the Association." In the case of the dirty mansards, notices were sent to 65 owners beginning in April and later in August

the Board determined to have any dirty mansards cleaned by a contractor without any further notice. The cost was determined to be \$80 per unit due to the contractor plus \$20 administrative fee due to the Association. The operative concepts here are 1) that it is a unit owner responsibility to keep the mansards clean, and, 2) that the Association may, but is not obligated to send notice before the work is contracted.

After discussion, the Board directed that any unit owners who have been billed but have not paid for the mansard cleaning cost be sent a reminder letter with a due date certain by our accounting contractor. If, the account is not paid as demanded in the reminder letter, unpaid balances occasioned by mansard cleaning costs will be immediately sent to the attorney for collection.

- 3) Fines for not removing shutters – Eric Peterson said he had sent letters to seven owners who did not remove their hurricane shutters after Hurricane Dorian. The letter noted the requirements in the governing documents to remove hurricane shutters 48 hours after the “all clear” is announced. In response to the letter, all but two owners complied. The Board recommended that the owners of units 15D and 56C be fined \$100 for failure to remove the shutters as required and after proper notice to do so. All directors concurred.
- 4) Board receive 2020 proposed annual budget – Eric Peterson gave each Board member a copy of the proposed budget for 2020. He noted that the Board would be asked to adopt a budget at the November regular Board of Directors meeting. He also said that during the week of October 20 a copy of the proposed budget will be mailed to all members.

Owner concerns/comments

Most of the owner comments involved processes utilized in determining compliance by boat owners to preserve their slip leases and the process to reassign slips as they become available.

Meeting adjourned at 6:45 PM

Eric G Peterson, recorder

The next Board of Directors meeting is scheduled to convene on November 19, 2019 the Board will adopt the 2020 Annual Budget at that meeting.