

Castle Council, Inc.
Board Meeting
January 15, 2010
Minutes

Attendees:

Bruce Kelm, President
Robert Hubbard, Vice President
Linda Meyran, Treasurer
Marlane Christy, Secretary
Russell Cloetingh, Director

Gary Moore, Ameri-Tech Property Manager

1. Meeting was called to order by Bruce at 6:03 p.m. The above 2010 board members were in attendance and introduced themselves. A quorum was established.
2. The minutes had been posted in the office. Bob made a motion to waive the reading of minutes from the last meeting. Marlane seconded, all in favor, motion passed.
3. President's Report – Looking forward to a new year and challenges ahead.
4. Treasurer's Report – Bruce reviewed the year-end accounting report.
5. Manager's Report
 - a. Annual fire inspection has now been completed. Next year (2011) approximately 30 extinguishers will have to be replaced.
 - b. Elevators are up to code; certificates are posted in the elevators.
 - c. Billing statements went out for boat docks, RV parking storage, and lockers.
6. Delinquency Report - Gary reported nothing new to attorney as far as collections. There are minor delinquencies, but not multiple months of non-payment.
7. Security Cameras – Gary to talk to two more security consultants.
8. Painting of Outside of Building - Dyco Painting has written the specs, they will provide the warranty. Before painting, building will have cracks repaired, caulking and sealing done. After the third bid is received, all bids will be submitted to board. Board to decide what type of walkway needed.
9. Maintenance Committee Report – None
10. Old Business
 - a. Workshop - to be completed next month, most items have been purchased.
 - b. A/C grates update – New A/C grates installed on floors 9 and 8, rest to be completed next week.
11. New Business
 - a. Bid for doors to the stairwells, to the fire escapes, and laundry room approximately \$5,000.00. Doors should be installed before painting of building. Bruce suggested cost savings: Since existing door knobs are in good shape, install them in new doors.
 - b. Cameras / Gate – discussed earlier.
 - c. Meetings – It was suggested to have regular board meetings scheduled quarterly: January, March, June, September, and December (Annual). Additional meetings may be scheduled as needed. Marlane made a motion to have regular board meetings four times a year; Russell seconded. All in favor, motion passed.

- d. Meeting Day – After discussion, Linda made a motion to have regular board meetings at 6 p.m. on the third Monday of the month, instead of Friday. Russell seconded the motion; all in favor, motion passed.
- e. Ameri-Tech's contract expires March 1, 2010. Decision to be made to renew for one year or three years, which would lock in cost.
- f. Bruce to order new furniture for the Association's office. Office to be painted before Chuck assembles furniture. Marlane made a motion for Bruce to purchase office furniture, spending not more than \$1,000.00. Linda seconded the motion. All in favor, motion passed.
- g. Gary to look into a new, well lit, front door directory. Security parking gates will be on separate entry system.
- h. Broken manhole cover is being addressed. Gary also notified City of New Port Richey Code Enforcement.
- i. Discussion took place regarding association's replacing an owner's old boat dock box.

At 6:50 p.m. Linda motioned, and Bruce seconded, to adjourn meeting. All were in favor.

Minutes submitted by:

Ruth Schein
Ameri-Tech Property Management