

# ARBOR TRACE CONDOMINIUM ASSOCIATION, INC.

A NOT-FOR-PROFIT CORPORATION

1000 ARBOR LAKE DRIVE • NAPLES, FL 34110 • (239) 598-2929

## February 17, 2021 BOARD OF DIRECTORS MEETING

President J. Sims called the meeting to order at 3:00 p.m. on Wednesday, February 17, 2021. Arbor Trace Condominium Association's Board Members present were, N. Davis, B. Lynch, J. Brock, C. Armstrong and J. Sims, this constituted a quorum.

Staff attending N. Hoops, D. Simpson and J. Whitten

The notice of the meeting was posted as required by the Association's by-laws and the statutes of the State of Florida.

The minutes of December 16, 2020 and January 20, 2021 were unanimously approved.

**The next Board of Directors meeting will be held Wednesday, March 17, 2021**

J. Sims provided a preliminary list of committees, members and chairs and stated the list will be updated. Please let her know if you would like to serve on any of these committees.

### A. Committee Reports:

Treasurers Report: C. Armstrong, reported on the January 2021 financials and stated that the expenses were way down. We will be meeting tomorrow with Bouchard Insurance for our renewal insurance presentation. Our insurance renewal is due in April. We also met with another insurance agent and are expecting his quote soon.

Social Committee – S. Ohanian reported the Social Committee is divided into two sub committees: an event committee (V. Govoni, J. Bellon and S. Ohanian) and a welcome committee (P. Cadwallader and E. McAvoy). The welcoming committee can begin to welcome new residents via social distancing. The event committee will be looking forward to hosting a lady's luncheon, when we are able to do so.

Building and Grounds – J. Brock reported that K. Sexton (TP) invited the University of Florida Extension Service to come on-site to evaluate and recommend landscaping updates and changes throughout the Arbor Trace Community. The Joint (AT and TP) Landscape Committee have been going through their recommendations and once we have figured out all of the things we want to address, we will be meeting with Proscape (our landscapers) to discuss. Such things as mowing height, proper trimming of plants and bushes and different specifications for mulching. We are using our site plan to mark the different items and areas to be addressed based on importance.

The committee also discussed the peeling paint on the villa mailboxes. We are in the process of acquiring the cost to repaint the mailboxes.

## **B. Property Managers' Report:**

Reported by N. Hoops

N. Hoops reported the on the well "project" and stated we are still waiting on the official report from the state which shows the water quality, salinity, etc., and determine how much if any water can be pumped from the well for irrigation.

AT postings can be found on the midrise bulletin boards, villa mailboxes and a new posting bulletin board has been installed at the pool house.

Regarding the temperature in the midrise buildings we will have exhaust circulating fans installed in a few weeks (ordered two weeks ago with a four-week delivery window) which will help circulate and recycle the air.

For the month of March, we will be watering four days a week to improve the condition of the landscaping and determine the amount of water necessary for our landscaping needs. This will assist in determining how much, if any well water could be used.

A new pressure washer and sidewalk scrubber has been purchased by APM and we will be using the equipment on our sidewalks and the front of buildings as time permits.

The tree trimmers are here for the next few weeks for our annual tree trimming, palm trees will start this week and the oak trees will be trimmed a few weeks later.

J. Sims stated that it would be helpful to the landscape committee to address any landscaping concerns to J. Brock via an email and he can work with N. Hoops.

## **C. TT LLC Report:**

J. Meyers reported TT met this morning and stated that TT is strong financially, the sales department earnings for 2020 exceeded the 2019 earnings, which is remarkable due to the pandemic. The cost containment of the APM staff has been handled well. A few projects within the clubhouse are being addressed (door closers, A/C units). The AG census has been low, due to the pandemic. The TT/APM annual meeting usually held each March with all residents invited has been cancelled. However, a report will be forthcoming from K. Cooney.

## **D. New Business:**

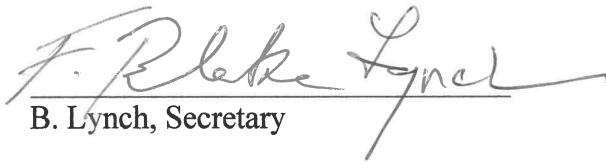
Appointment of TT Manager – J. Sims reported that S. Basinger resigned from the TT Board of Managers to begin enjoying her retirement after serving for many years on several Boards. Her contributions will be greatly missed. After conferring with M. Schwartz and B. Foote, we recommended that H. Gower fill that position on the TT Board of Managers. Hugh has a diverse financial background and can be of great assistant. A motion was made to approve our recommendation, which was seconded and approved unanimously.

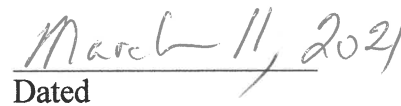
J. Brock reminded everyone to check their smoke detectors. It is recommended to purchase a detector that detects via photocell and ionization. The cost for the detectors is approximately \$35 each. N. Hoops reported the maintenance staff would be happy to replace your detectors. N. Hoops reminded everyone that if your units smoke detector goes off when you are cooking, do not open your doors into the hallways as it will set off the overhead sprinkler system. Open your windows in your unit to air out the smoke. N. Hoops stated that he will remind everyone via the newsletter to check their smoke detectors.

**E. Old Business:**

None

With no further business, the meeting adjourned at 3:52 pm.

  
B. Lynch, Secretary

  
Dated