

Tower Pointe Condominium Inc.
Board of Directors Meeting
February 25, 2021
10:00 am

Minutes of a Meeting held on February 25, 2021 of the Board of Directors of Tower Pointe Condominium Association, Inc., Naples, Florida, held in Gathering Place.

I. Call to order

Board President A. Nielsen called the meeting to order at 10:00 am

II. Establish Quorum

Director Attendees: Art Nielsen, President
Beverly Davisson, Director
Don Scott, Secretary
Marcy Skees, Treasurer
Jerry Stone, Vice President

Also, Present: Nick Hoops, Condominium Manager
Debra Simpson, Assistant Secretary
Jennifer Whitten, Videographer

III. Approval of minutes

A motion to approve the minutes of the Board of Directors meeting held on December 17, 2020 was made, seconded, motion carried unanimously. A motion to approve the minutes of the Board of Directors meeting held on January 28, 2021 was made, seconded, motion carried unanimously.

IV. Treasurers report

M. Skees reported on the January 2021 financials:
Note: Rounded to the nearest 1,000

Operating cash	\$315,000
Reserve cash	\$839,000
Year to date revenue	\$266,000
Year to date expenses	\$118,000
Year to net income	\$148,000
Favorable to budget	\$13,000

V. Finance Committee report

B. Davisson stated the January expenses were under budget. Some of the scheduled work has been put on hold until the painting and roofing projects have been completed. The reserve balance includes the money for the painting project.

B. Davisson reported there was no income for the months of January and February for the guest suite rentals. On March 1st, we will re-open the guest suites for rentals. Guests will be restricted to their suites and the residents they are here visiting. Masks will be required in areas outside of the suite/apartment. March, 14 nights are tentatively reserved.

B. Davisson reported the Finance Committee recommended that the TP Board approve the requirement that any contracts over the amount of \$10,000 must be signed by a Board Member and the Property Manager. A motion was made to approve the recommendation, seconded and approved unanimously.

VI. Building and Grounds report

K. Sexton reported the Building and Grounds Committee did meet this week and newly appointed Board liaison J. Stone was welcomed, and outgoing Board liaison D. Scott was thanked for his year with the committee.

K. Sexton reported the painting project is on schedule, the lanais will be painted towards the end of the project. The sliders frames will be painted at the owner's expense. A memo will be forthcoming with detailed information and this work will also be done at the end of the project.

K. Sexton reported that the roofers have started to get prepared to install the film and we anticipate that this will start moving forward next week and it will probably be at least a three-week project.

K. Sexton reported the fire pump has been renovated/rebuilt and we are happy with the outcome. Although, there is some piping/gaskets and fittings that need to be replaced. This work has been approved.

K. Sexton reported the removal of additional bushes in preparation for painting has begun, some will be replaced where appropriate. We will be happy to receive and welcome and suggestions.

VII. Activity Committee

J. Grunewald reported due to COVID we have nothing to report. The Activity Committee did meet last week. We discussed and updated the responsibilities of the Activity Committee. We would like to begin having our once a month cocktail parties, starting in March.

A. Nielsen added all Committees have reviewed and updated their responsibilities.

VIII. House Committee report

A. Nielsen reported that the House Committee at this time does not have a Chair. M. Skees has been tasked with finding someone and we are seeking volunteers.

IX. Tower Trace report

Tower Trace Realty – D. Dick reported that he, W. Fischer and E. Gates will be rotating on reporting on TT LLC. D. Dick reported real estate has been good for the first few months. There are 8 closings or scheduled closings for January through April. Currently, there are 7 active listings with AT Realty and 2 listings with outside realtors. The team has been very busy with viewings.

Tower Trace – D. Dick reported the Colonnade Room has a new computer service station and the kitchen has a new double convection oven. S. Basinger from AT resigned from TT LLC., her replacement is H. Gower from AT.

The TT/APM annual meeting held each March has been cancelled. K. Cooney will be providing a report to summarize the cancelled meeting information.

X. Managers' Report

N. Hoops reported a memorandum identifying manufacturers' recommended life expectancy for household appliances will be prepared and distributed to all residents. Also included will be a brief listing of types of tasks our maintenance staff will and will not do. This reminder will be distributed annually.

N. Hoops reported the list of a residents who would need assistance to exit the building during a fire is maintained on an on-going basis. However, there is concern that residents may not be notifying staff if they need to be added to the list of residents who need assistance, even if the assistance would be on a temporary basis. Reminders will be sent out reminding residents to change their status as needed. This list is kept in the "fire room" for emergency responders.

N. Hoops reported he is working on a plan for annual moisture checks in each unit, to be provided by the association to ensure that at least once a year each unit will be checked.

N. Hoops reported noise complaints from two units on the 16th floor in the north tower, stemming from the air conditioning condensation units on the roof. Upon inspection a number of the isolation springs on several of the racks have or are close to failing. Crowther has submitted a proposal for \$3,778 to replace these springs as well as whatever vibration pads that may be required. The Building Committee and Finance Committee voted unanimously to approve this action.

N. Hoops reported he is expecting the insurance renewal figures in March.

XI. Old business

None

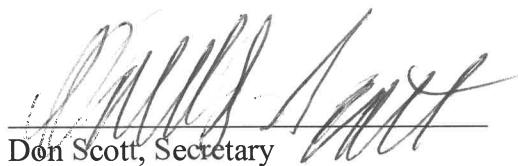
XII. Design Team report –A. Nielsen introduced M. Fischer as leader of the Design Team working to interface with Wegman Design Group for the lobby renovation. M. Fischer will be by supported by B. Wilson and P. Dohl. M. Fischer stated that the recent Resident survey has been extremely helpful to the Wegman Design Group to determine style preferences.

XIII. New business

Support Dog - A. Nielsen reported potential (under contract) purchasers of 1604-1605 have requested permission to bring their support dog. The dog is a standard poodle and beyond our weight and size limit. They have provided a Doctors referral; the dog is friendly and fully vaccinated as required. A motion was made to approve the request, which was seconded and approved unanimously.

A. Nielsen reminded everyone to make sure that their caregivers/contractors etc., obey the posted speed limit in our community.

A motion was made for the Board to adjourn and open the meeting for a townhall discussion, the motion was seconded and approved unanimously, the meeting adjourned at 10:40 am.



Don Scott, Secretary

3/19/21

Dated