

Tower Pointe Condominium Inc.
Board of Directors Meeting
November 19, 2020
10:00 am

Minutes of a Meeting held on November 19, 2020 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, Vice President
Don Scott, Secretary
Marcy Skees, Treasurer
Jerry Stone, Director

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

A. Nielsen introduced J. Stone who is filling the vacancy left by S. Scheinberg, his term will end on December 31, 2020. J. Stone gave a brief statement of his background.

III. Approval of minutes of October 22, 2020

A motion to approve the minutes of the Board of Directors meeting held on October 22, 2020 was made, seconded, motion carried unanimously.

IV. Treasurers report

M. Skees reported on the October 2020 financials:

Note: Rounded to the nearest 1,000

Operating cash	\$318,000
Reserve cash	\$771,000
Year to date revenue	\$1,015,000
Year to date expenses	\$837,000
Year to net income	\$178,000
Favorable to budget	\$21,000

We have just received the draft of the 2019 audit.

V. Finance Committee report

B. Davisson reported year to date as of October 31, we are still in good shape financially, despite the loss of guest suite income and low interest rates. We are expecting much of the current surplus to be spent by year end. We have completed the budget for 2021. There will be an increase in the condominium fees of approximately 5.7% with the major increases seen for insurance, and utilities. There will be smaller increases mainly in grounds and building maintenance expenses due to aging of our landscaping and building. B. Davisson reported at their meeting this week, the Finance Committee voted unanimously to recommend to the TP Board of Directors, that they approve the 2021 budget for mailing to the Residents.

A motion was made to approve the 2021 budget for mailing to the Residents, seconded, and approved unanimously.

VI. Building and Grounds report

K. Sexton reported the Building and Grounds Committee did meet this week. As some of you are aware there have been different spots of water in stairwells mainly 2 & 3. The Painting Company came out and looked at this, and we feel that most of the problem will be eliminated during painting. If not, an additional water repellent coating can be applied. K. Sexton reported the roof flashing and metal roof repairs have been completed; the front fascia will be completed during the painting project (requires scaffolding). We have put down four test areas up on the flat roof to see if this can be finally corrected. These test areas will remain until the beginning of the year.

K. Sexton reported Arbor Pointe Management has updated their telephone system, making the telephone on the 17th floor (Top of the Pointe) obsolete. With so many people carrying cell phones, the decision was made to forego installing equipment and pay monthly fees for a telephone. If the emergency pull cords are activated at the Top of the Pointe, Arbor Glen will respond immediately to that location.

K. Sexton reported the bushes from the tennis court to the gazebo will be removed and replaced. The flowers are being installed as we speak.

VII. Activity Committee

C. Boyden stated her report is very short, as the committee has not been able to plan any activities since the pandemic. For the new residents, we want you to know that you are missing out on our parties, we have real nice events.

M. Skees gave a shout out to the Activities Director S. Steinbach, and the APM staff for the fun 4th of July Parade, the Halloween Trunk or Treat event and the various items on the community channel.

VIII. House Committee report

A. Hocking reported the holiday decorations and tree for the lobby will be put up after Thanksgiving. At the January meeting, the House Committee will be presenting the design for the lobby renovations.

IX. Tower Trace Report

Tower Trace Realty – W. Fischer reported one of the major responsibilities of Tower Trace is to oversee the real estate operations. At our meeting yesterday, J. Hoops had some very good news for us, she reported that since the last meeting there were 2 closings, 3 additional closings are scheduled for December. This means we have 5 additional closings to help with the sales this year. There are currently 13 properties for sale in our community of which 10 are listed inhouse and 3 are listed with outside realtors. There are 7 midrise units available at AT, and 6 units are available at TP.

We approved the purchase of a new service station for the Colonnade Dining Room to match the existing three service stations. This consists of a cherry cabinet, with a granite countertop and computer. The tablets that were being used for submitting orders to the kitchen are now antiquated and the chargers for them are no longer available.

TT is in good financial shape and on behalf of your TT Representatives, E. Gates, V. Dill and myself, we wish you a very Happy Thanksgiving and wish you well.

X. Managers' Report

N. Hoops reported the painting schedule had to be pushed back due to the numerous rainstorms and named storms. Each time a named storm was announced, the painting company had to de-mobilize and re-mobilize their other paint projects. They plan on starting mobilization here at TP in the coming weeks and will take anywhere from 12-18 weeks from start and finish.

N. Hoops stated the window washing that would have normally been done in November, is delayed until the painting project is complete.

The Holiday Decorations on the exterior of the community have been installed. The lights are installed and are currently on for testing, they will then be turned off until after Thanksgiving.

Additionally, if you would like assistance with your holiday decorations, make sure to put in a work order as soon as possible.

As the 2021 budget has now been approved for mailing, we will be getting those out to you within two weeks. Should you have any questions, please contact B. Davisson, myself or any member of the TP Finance Committee. As mentioned, insurance continues to be the biggest expense.

N. Hoops reported that previously in 2020 the TP Board had approved the replacement of the fire pump, a part of our fire suppression system. Since then the fire codes have changed, we are in the process of exploring different avenues.

N. Hoops reported the annual meeting notices will be mailed next week, which includes the intent to be candidate forms to run for the Board of Directors, be sure to check the dates regarding submission.

XI. Old business

None

XII. New business

A. Nielsen stated that the money for the Employee Appreciation fund is due to the Clubhouse by December 1. We are a no tipping community, so please consider contributing to this fund.

A. Nielsen reported D. Wilson is overseeing the annual shredding event. Notices will be posted.

A. Nielsen reported the 2021 meeting schedule will be posted in the mail room.

Being no other business to discuss, the meeting adjourned at 10:31am.



Don Scott, Secretary

12/10/20

Dated