

Tower Pointe Condominium Inc.
Board of Directors Meeting
September 24, 2020
10:00 am

Minutes of a Meeting held on August 13, 2020 of the Board of Directors of Tower Pointe Condominium Association, Inc., Naples, Florida, held in Gathering Place.

I. Call to order

Board Member Shepard Scheinberg called the meeting to order at 10:00 am

II. Establish Quorum

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

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

III. Approval of minutes of August 13, 2020

The minutes of August 13, 2020 were deferred due to additional amendments.

IV. Treasurers report

Marcy Skees reported on the August 2020 financials:
Note: Rounded to the nearest 1,000

Operating cash	\$210,000
Reserve cash	\$712,000
Year to date revenue	\$765,000
Year to date expenses	\$676,000
Year to net income	\$88,956
Favorable to budget	\$22,000

V. Finance Committee report

B. Davission reported the TP Finance Committee met yesterday have been working on the reserve 2021 reserve budget through year 2032. Next month we will be working on our 2021 operating budget. Now that we have re-opened the guest suites, we had 17 reservations in September, 15 reservations for October 7 are booked for November (No December reservations yet).

VI. Building and Grounds report

K. Sexton reported the TP Building Committee met and discussed a proposal from Crowther for roof tile and flashing/fascia repairs in the amount of \$5,250 and recommended to the TP Finance Committee their approval.

K. Sexton reported the 17th floor is vulnerable to undetected water leaks due to the many outlets of water with very few people around. The TP Building Committee and a few of the Board Members attended an informational presentation from Signature Fire on leak a detection system. The TP Building Committee recommends purchasing the system which includes installing water sensors, auto shut off valve(s) with a notification system for the 17th floor water fixtures at the cost of \$4,571. This recommendation was forwarded to the TP Finance Committee along with using cell phone (towers) to support the monitoring system versus installing Wi-Fi to the 17th floor. The cost is \$352.50 (installation) and \$145.20 (annual fee).

K. Sexton reported that TP Grounds Committee conducted a walk around last week prioritizing landscaping needs for budget preparations. Another meeting is scheduled next week.

B. Davission reported the TP Finance Committee recommends the TP Board approve the following requests:

Fire pump replacement - A motion, seconded and passed unanimously to purchase new fire pump at the cost of \$16,500 plus tax.

Water detection alerting system for the 17th floor – A motion was made, seconded and unanimously approved to purchase and install of a water monitoring system for the 17th floor from Signature Fire and Security, Inc., in the amount of \$4,571 along with a cell phone option with an additional cost of \$352.20 (installation) and \$145.20 (annual fee). Total \$4,923.20.

Roof repairs – A motion was made, seconded and approved unanimously to approve \$5,250 for tile, metal end cap and flashing/fascia repairs.

VII. Activity Committee – J. Egenberg

J. Egenberg reported for B. Wilson – As was noted there has been no recent gatherings due to COVID. For those who are new to the Tower we wanted to report that the Tower is a fun and active place (during non COVID times). There are weekly bridge games on Wednesdays at 1pm, monthly socials on the 17th floor (BYOB appetizers/desserts) to mix and mingle on the first Thursday of each month at 5pm at the Top of the Pointe, there are periodic galas, White elephant party in January, Superbowl, Kentucky Derby, Ice Cream Social among other events. We are looking for any new ideas and anyone interested in serving on the committee.

VIII. House Committee report

A. Hocking reported on August 26th, Baer Design team presented us with a preliminary design for renovation of the lobby. After many questions from the House Committee the design team agreed to incorporate some of the committee's ideas and adjusted the original design (the committee felt the design palate was too bland). Several weeks later, B. Gianetti and I as co-chairs of the House Committee, went to Baer Design studio and based on the plans met with the designer and selected fabrics, flooring, etc. We pretty much finalized all those design decisions. Our designer is preparing a new design board based on our decisions. In a few weeks the House Committee will meet and once everyone on the House Committee is on board, we will be presenting our plans to the TP Finance Committee for funding. Once approved, the Baer Design team will then present the design board to the TP Board prior to presenting the plan to the unit owners.

To contain all packages and deliveries left in the lobby, two closets will be installed along the wall just inside the Gathering Place to store deliveries and packages prior being delivered by staff. In addition, the workstation at the Concierge Desk will be updated. We are proposing changing the Gathering Place entrance door to frosted glass doors as well. The House Committee will be relocating as many items from the lobby elsewhere in the building and donating the rest.

IX. Tower Trace Report

Tower Trace Realty - E. Gates reported TT Realty has fifteen listings, 10 at AT and 5 at TP. There is no closing scheduled at this time. There are more prospective buyers coming around. There were four sales in August 3 at AT and 1 at TP. To reach out and get more buyers we are revising the ads in the newspaper. J. Hoops has been participating in several meetings/events to distribute information about our community.

TT Realty hired an Attorney to prepare our Buyer/Broker Agreement to protect us from losing our clients to outside realtors.

Tower Trace -Major efforts that TT is undertaking is the replacement one of the Colonnade Room air conditioners. Also, during this down time, the carpet in the Colonnade Room is being replaced. These projects are funded from the money from sales.

TT and APM were approached by the Joint Landscape Committee of AT/TP and were requested to each contribute \$3,000 (total of \$6,000) for the beautification of the two and half acres of the clubhouse grounds. Each entity agreed to the contribution.

X. Managers' Report

N. Hoops reported we are still on schedule to start the painting project in mid to late October. In addition to the painting project, the painters will be offering to paint the slider frames at the unit owners' expense at a \$125 per panel. A signup sheet/contract will be made available. This work will be done at the end of the painting project. Preparation memorandums will be distributed/posted prior to the project beginning. Several projects will be ongoing above our heads, for safety, please watch for cones and areas that are closed and avoid those areas.

N. Hoops reported he and Dale along with the Building Committee have been working on ideas for recording of individual fixtures in each unit to determine estimated life spans to keep track of items that may become a water or fire event. By keeping a record and a visual inspection done, it would allow items to be addressed prior to an event. We will be starting this project sometime in November.

All the LED canned light fixtures on the ground floor have been replaced with new natural light bulbs. It is much brighter and airy. The bulbs for the 17th floor have been ordered which will be changed out as soon as they arrive. Included in the 2021 budget will be the replacement of the lightbulbs in the other common areas.

N. Hoops reported AT has purchased a new lake fountain which should be installed later this week. AT had a monitoring well drilled to determine if the well water can be used for irrigating. Should this work, the cost of water used for irrigation should reduce the amount of the shared facilities expense regarding irrigation water. The well water would be pumped into the lake/pond for holding.

N. Hoops reported every even year we are scheduled to pressure wash the garage tile roofs. This work was budgeted for September, we are acquiring our bids and will post the start date.

XI. Old business

None

XII. New business

S. Scheinberg remarked that are no reservations for the guest suites for the holiday period. We are extending the guest suite lottery until October 15. A memorandum will be sent out.

S. Scheinberg stated that the fitness room rules have been updated to allow therapists and trainers.

S. Scheinberg commented on units that have been listed and are vacant. We will be looking into our rules and regulations for mandatory monitoring of vacant units to be billed at the unit owners' expense.

Being no other business to discuss, the meeting adjourned at 11:19am.

Don Scott, Secretary

Dated