

Tower Pointe Condominium Inc.
Board of Directors Meeting
December 19, 2019

Minutes of the Board of Directors Meeting of Tower Pointe Condominium Association, Inc., Naples, Florida held in the Gathering Place of Tower Pointe on December 19, 2019.

I. Call to order

Board Member Ron Timmerman called the meeting to order at 10:00 am

II. Establish Quorum

Director Attendees: Bennett Berman, Secretary
Doug Dick, Vice President
Shepard Scheinberg, Special Projects
Marcy Skees, Treasurer
Ron Timmerman, President

Also, Present: Nick Hoops
Debra Simpson
Dan Edenfield

III. Approval of minutes of the Board of Directors Meeting held on November 21, 2019

Motion by Marcy Skees, seconded by Bennett Berman to approve the minutes of the November 21, 2019 Board of Directors meeting, Motion carried unanimously.

IV. Managers' Report

Nick Hoops stated how important it is to inform your vendors/home health care workers to park in the contractor parking areas.

Nick Hoops explained the fire alarm that was accidentally set off by an air conditioning company last week, could not be silenced by staff. Only the fire department can verify that there was no emergency and silence the alarms. We have to alert the fire department and alarm company that the fire safety system is being tested.

Nick Hoops reported the new telephone system for the clubhouse requires TP to upgrade their Wi-Fi to be compatible with the new clubhouse telephone system. The TP Building Committee recommended that the TP Finance Committee recommend to the TP Board that they approve the amount of \$4,230 to IT Team Logic to be paid from reserves.

Nick Hoops stated the second notice for the January 23, 2020 annual meeting, will be mailed out on January 7, 2020.

V. Treasurers Report:

Marcy Skees reported on the November 30, 2019 financials:

Operating cash	\$256,030.
Reserve cash	\$532,000.
Year to date net income	\$74,321.
Favorable to budget	\$4,474.

VI. Building and Grounds Committee

Karen Sexton reported the Building committee continues to discuss the ongoing problems of getting parts for elevator three, due to the age of the elevator.

Karen Sexton reported the Building Committee recommended to the Finance Committee their approval and recommendation to the TP Board to approve \$4,569 to add the Top of the Pointe doors to the fire safety system to enable the doors to be left open.

VII. Finance Committee

Marcy Skees reported the Finance Committee met on Tuesday of this week and the first item of business was the acceptance of David Macarthy's resignation, who is no longer a resident of Tower Pointe. We welcomed Karen Sexton as the new Building and Grounds Committee Chairperson. The Finance Committee expressed gratitude to David Macarthy for his contributions to this community.

Marcy Skees stated items reviewed with the Property Manager Nick Hoops, included the five-year service contract with Otis Elevator at the cost of \$33,000 annually. The contract covers the cost of service calls during regular business hours. The service contract does not include parts or non-business hour service calls. In 2017 we paid \$14,294 for parts/nonbusiness hour service calls, in 2018 we paid \$46,990 for parts/nonbusiness hour service calls, so far in 2019 we paid \$23,600 (as of November 30, 2019) for parts/nonbusiness hour service calls.

Marcy Skees reported the Finance Committee discussed Nick Hoops is acquiring three bids on painting the exterior of the building.

Marcy Skees reported two motions were brought from the TP Building Committee to the TP Finance Committee for their review, approval and to recommended to the TP Board their approval. The first motion was \$4,569 to Signature Fire and Security Company to add the Top of the Pointe doors to the fire safety system. The second motion was \$4,230 to IT Team Logic from reserves to upgrade the wi-fi on TP ground floor. The TP Finance Committee, therefore, recommends to the TP Board of Directors their approval on both motions.

Marcy Skees announced that she is stepping down as Chairperson of the TP Finance Committee. Marcy Skees proposed that Beverly Davisson Chair the Finance Committee. Marcy Skees made a motion that Beverly Davisson Chair the Finance Committee, which was seconded by R. Timmerman, motion carried unanimously.

Shepard Scheinberg made a motion to approve the Team Logic company proposal to upgrade the wi-fi for the Tower Pointe ground floor at a cost of \$4,230, which will be paid for out of reserves, seconded by Marcy Skees, motion carried unanimously.

Shepard Scheinberg made a motion to approve the Signature Fire and Security Company proposal to install two door holders on the 17th floor doors at a cost of \$4,569, which will be paid for out of reserves, seconded by Marcy Skees, motion carried unanimously.

VIII. Activity Committee:

Julie Egenberg reported the Thursday parties at the Top of the Pointe, which are held once a month, (first Thursday of each month) have been quite successful. A fun time was had by all at the December 5th cocktail party, approximately thirty residents were in attendance.

Julie Egenberg reported the white elephant party will be held on January 9, 2020.

IX. House Committee:

Bee Giannetti reported most of the House Committees efforts have been going through all the boxes and organizing the holiday decorations. The House Committee thanked the maintenance staff for all the heavy lifting.

X. Tower Trace LLC:

Bob Chambers reported TT met yesterday (December 18) and stated TT Realty had a slow year in sales. For instance, in 2018 there were 17 closings at TP, and for 2019 we have had 7 closings in TP.

Bob Chambers reported the 2020 TT Realty budget was reviewed and approved.

Bob Chambers reported the real estate office will be open on Sundays starting in January.

Bob Chambers reported Jodi Hansen and Jennifer Hoops will be co-brokers starting in January 2020.

The Board and audience thanked Bob Chambers for all of his years of service.

XI. APM LLC.:

John Egenberg reported APM worked on revising their bylaws among a few other things. Unfortunately, we have lost seven Arbor Glen residents within the last couple of months. The Arbor Glen census is down to 18 which also brings down income.

John Egenberg reported that APM LLC., spent \$265,000 for capital projects in 2019.

John Egenberg stated the question of “do men have to wear jackets in the dining room” is raised again. After a brief discussion, the APM Board of Managers voted unanimously to leave the dress code as published. Please make reservations.

John Egenberg reported the terms of Mary Coulson and David Macarthy will expire on the APM Board of Managers in April.

XII. Old Business:

None

XIII. New Business:

2020 TP Association Budget – Marcy Skees made a motion to approve the 2020 TP Association Budget as presented and distributed, Shepard Scheinberg seconded, motion carried unanimously.

2020 APM Management Agreement – Marcy Skees made a motion to approve the 2020 APM Management Agreement, Shepard Scheinberg seconded, motion carried unanimously.

Appointment of TT LLC., Manager

Shepard Scheinberg made a motion to appoint Bill Fischer to represent TP on the TT LLC., Board of Managers, Marcy Skees seconded, motion carried unanimously.

Marcy Skees made a motion to request that APM LLC., produce an affidavit stating that proper notice and record keeping of the Tower Pointe Condominium Association Inc., are governed by the Articles of Incorporation, Shepard Scheinberg seconded, motion carried unanimously.

Being no other business to discuss, the meeting adjourned at 10:38 am.

Debra Simpson, Asst. Secretary

Dated