

Tower Pointe
Board of Directors Meeting Minutes
September 28, 2017

Director Attendees: D. Dick, Vice President
F. Duane, Secretary
D. Wilson, President
R. Timmerman, Treasurer

Absent: B. Berman, Director

Also, Present: N. Hoops
D. Simpson
D. Edenfield
K. Cooney

The meeting was called to order by D. Wilson at 10:00 a.m. A quorum was established and proof of notice given. The minutes of July 27, 2017 were approved.

I. Managers' Report:

Hurricane Irma –N. Hoops reported the exterior damage included, but not limited to the loss of the metal “roofing” on the walkways, the fabric awnings blew off, the glass panel door was struck by debris, the awnings between garages were blown off, the roof hoods for the air conditioners exhaust fans blew off. Air conditioners were blown off of their stands. The 15-ton air conditioner unit for the Gathering Place was destroyed (new unit on order and to be installed with a crane). Landscape lights are loose or completely broken. A number of trees, landscaping and irrigation (irrigation was turned off) was damaged. The north awning knocked off ceiling fire sprinkler head, watering the area below. Grunau will be here to fix the system. The roof vents for the elevators blew off allowing water to pour into the elevators causing numerous issues. Crowther roofing will be here to assess the damage to the roofs. Seven garages are known to have suffered damage. Repairs are underway. The wood flooring in the Gathering Place buckled and will need to be replaced.

II. Treasurers Report:

R. Timmerman reported that operating cash at the end of August was \$291,559. The reserve fund cash balance at the end of August was \$421,272. Year to date net income of \$22,258.

III. Building Committee:

E. Gates reported the building committee met and discussed Hurricane Irma issues as stated in the Managers Report above. The Building Committee recommends starting the emergency repairs.

IV. Finance Committee:

D. Macarthy reported that TP is in great financial shape and have adequate funds to take care of repairs from Hurricane Irma.

V. Activity Committee:

B. Wilson stated it was a successful social season. The next event will be in January (gift swapping).

VI. House Committee:

B. Davisson reported the damage from Hurricane Irma to the common areas was minimal.

VII. Landscape Committee:

D. Johnson reported the Landscape Committee is planning the removal of the dead debris and selecting winter flowers.

VIII. Tower Trace LLC:

B. Chambers reported AT Realty has done extremely well in 2017. Reserves and liquidity is excellent. New regulations are in place for Assisted Living Facilities regarding air conditioning. TT LLC is already working on compliance measures.

B. Chambers reported a new Executive Chef was hired, his name is Brett Wayte and he will be starting October 3, 2017.

B. Chambers reported TT LLC made a resolution to honor the staff for their dedication and hard work during Hurricane Irma.

IX. Old Business:

Putting Green update: D. Wilson reported that all materials have been delivered for the installation of the new putting green and will be installed tomorrow.

Interior plants – D. Wilson stated the live interior plants are being cared for by an outside vendor. Please do not water any of the plants.

X. New Business:

Merging the Landscape and Building Committees – A motion was made to merge the Landscaping and Building Committees as one committee and to be called the Building and Grounds Committee, effective November 1, 2017 which was seconded and approved unanimously.

Resident absence itinerary form – D. Wilson reported Residents who are leaving for one week or more are requiring them to list on their Itinerary form the name and phone number of the person who will be checking their condominium. This form will allow staff to contact someone in case of an emergency during the Residents absence.

Guest Suites lottery – D. Wilson stated that no lottery drawing will take place as only two requests for the two suites have been received.

Being no other business to discuss, the meeting adjourned at 11:00 am.

F. Duane, Secretary

Dated