

# Hillsboro Cove Condominium Association

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## **Board of Directors' Meeting: September 4, 2013**

### **MINUTES**

*President Lou Buscemi opened the meeting in the Clubhouse at 2:05 pm and stated that the purpose of the meeting was to discuss a Board proposal to make changes in the Clubhouse some of which constitute material alterations, which requires sending out a ballot for a unit owner's vote.*

*After verifying that the meeting had been duly posted 48 hours in advance, the Secretary called the roll. Directors present were: Lou Buscemi, Sara Bridger, Nick Marchione, Nancy McCue and Mary Ellen Palenchar. Dick Martin was absent. The President then asked for a motion to dispense with reading the minutes of May 28, 2013 since they are posted on the website and copies are available at the office. Mary Ellen Palenchar so moved; Sara Bridger seconded, and the motion passed.*

#### **Board Reports**

*Assistant Secretary Nancy McCue discussed Sullivan Park and said that the 14 Hillsboro Cove residents who attended the recent meeting about future concepts for the Park represented one quarter of the attendees. She also said that Vice Mayor Joe Miller, the head of the Community Redevelopment Agency and the Deerfield Chief from the Broward Sheriff's office will attend a meeting (not yet scheduled) here at Hillsboro Cove to discuss neighborhood issues that may impact us.*

*Dockmaster Nick Marchione indicated that he has volunteered to serve on the Committee for Sullivan Park, and he offered to pass along suggestions on behalf of residents. He reported that there are currently five kayak spaces available on the top of the new kayak rack. In response to a question, he said that the first step for residents wishing to use the racks for their own kayak is to call him to reserve a storage spot at an initial rental cost of \$40 plus \$10/month. He also said that there are six open dock slips in the Marina and that plans are already funded to replace some dock pilings by October.*

#### **New Business**

*The President explained that MaryEllen Palenchar and Sara Bridger have undertaken the main responsibility for organizing the ongoing planning of the Clubhouse repairs and renovations with the help of Property Manager Bob Lorang. The President indicated that after a discussion of the plans by Mary Ellen and Sara, and with the Board's approval, a ballot would be sent to residents to obtain unit owners' approval of the proposal.*

*MaryEllen said that the first order of business is to remove the asbestos in the popcorn ceiling and; following that, due to the space limitations created by the current inconvenient location of the kitchen, to move the kitchen into what is now the library,*

which is close to the pool patio and has a door. She said that the library would be relocated into what is now the billiard room, which would be transformed into a multi-purpose room and used additionally as a conference and game room once the billiard table is removed.

Sara pointed out that the billiard table is considered an amenity, and its removal would require a vote. She said that while the ceiling is open for the asbestos removal, plumbing, electric and air conditioning duct work also will be completed this year **without the need for an assessment.**

MaryEllen and Sara urged unit owners to submit their suggestions for future modifications via email.

In response to a question about Clubhouse availability during the repairs, Bob Lorang indicated that it would be necessary to close the Clubhouse from September 16 to 27<sup>th</sup>. The President added that later on in the year additional closings for several days would be necessary, but closing for the entire rest of the year would not be necessary. He said that every effort would be made to continue to conduct social activities and that the residents would be kept well informed with as much advance notice as possible.

Asked about the need for the asbestos removal, the Manager explained that a permit has been obtained and that the removal is being done because testing has indicated the presence of more than 1% asbestos in the popcorn ceiling. He assured residents that although the Clubhouse has an asbestos problem, there is no reason to conclude that the units have problems. Testing done thus far by some unit owners at a cost of \$500 has shown no evidence of asbestos. Board member Nick Marchione confirmed that the testing done in his unit did not contain asbestos.

Regarding the flooring, Bob Lorang said that the Board is aware that the drop ceiling removal affected the Clubhouse acoustics and will take into consideration how the wall and floor treatments might impact acoustics.

Asked about funding, the Treasurer said that the reserve allocation should be more than adequate. She pointed out that next year's budget is under development, and the method of funding has been discussed with the accountant. She said that if any funds are needed this year, legally they may be taken from next year's reserves.

Regarding the possibility of future assessments involving floors, windows, et al., the treasurer indicated that until we have firm cost estimates for additional work, it is not possible to answer the question definitively. She emphasized the Board's intention to contain costs and said that if there is an assessment for Phase II, it will be small and equally shared. The President also assured owners that the Board will proceed advisedly in stages and make every effort not to assess. He said that the Cove staff will do as much of the work as permissible.

Both the President and the Manager made clear that working within the confines of the limited space in the existing building, the considered opinion about the more viable use of the billiard room is as a multi-purpose room; and that although the billiard table will need to be removed, thus far no decision has been made regarding the disposition of the

table. The President confirmed that it may be possible to move the table into the gym area; and, he said, until that decision is made, the table will not be discarded.

The President affirmed that the ballot will have only a "yes" or "no" single option without segmented choices.

Assistant Secretary Nancy McCue reminded the group that due to insurance regulations, changes regarding the stove and oven are needed no matter where the kitchen is located. Initially the current appliances likely will be relocated. The President said that details about planned changes to the kitchen would be available at a later time.

Board member Nick Marchione urged owners to vote for the proposed changes rather than stall further action.

After discussion, the President asked for a motion "to remove the kitchen walls and its contents, to move the kitchen into what is now the library, and to move the library into what is now the billiard room. The alteration will necessitate removing the billiard table." Vice President Mary Ellen Palenchar so moved. Treasurer Sara Bridger seconded, and the vote was unanimous.

### **Report from Property Manager**

Manager Bob Lorang reported on the new money-saving security measures – 15 cameras and the decoy golf cart -- and said that improvements to the pool (geothermal heating system) have been well received. He said that the plumbing project -- copper repiping -- in 48 Center Harbor units has been completed a year ahead of schedule and that the Eastport Cooling Tower repipe project is nearing completion.

The President asked for a motion to adjourn at 2:55 pm. Mary Ellen so moved; Sara seconded; the motion carried.

Rose Sexton, Secretary