

TRI PALM UNIFIED OWNERS ASSOCIATION

Board of Directors Meeting

February 10, 2021 - 9:00AM - **Video/Audio Meeting**



- **Meeting opened and went directly into executive session.**
- **Call to Order:**
 - President G. Marshall Pugh called meeting to order at 10:00 a.m., a quorum was established.
- **Attendance:**
 - **Board Members:** G. Marshall Pugh, Ed Glapinski, Kirsten Doerr, Bud Rymer, Wally Tecklenburg, Jim Morton, Harve Rosenthal, Kathleen Caya & Ruth Dearden.
 - **Staff:** Admin. Assist. Marcee Williams & Wendy Jardine
 - **Guests:** No guests in attendance due to COVID-19 regulations.
- **President Report:** G.M. Pugh: We are making good progress of updating & revising our governing documents. I'm confident that our new board members will bring a new perspective to the future re-write of the Master Declaration. I look forward to that this year. In my opinion the transparency and communication with our members was very well received by the community and I know we will continue this outstanding effort during this next year. I believe it's imperative we continue to demand from TPE management and supervision to significantly improve their communication to the membership in the community.
- **Approval of Minutes:**
 - December 6, 2020 Board Meeting Minutes. Approved by all.
 - January 6, 2021 Board Meeting Minutes. Approved by all.
 - January 27, 2021 Special Meeting Minutes. Approved by all.
- **Vice President Report:** H. Rosenthal: Looking forward to this year and continuing the progress we have made. We can't please and satisfy everyone but I think we made progress. We do need TPE to communicate more openly to what is happening in the community.
- **Financial Report:** W. Tecklenburg: The checking account balance as of the end of January 2021 was \$100,135; savings \$31,507.; CD's \$144,451. January income was \$123,640, of which \$121,787 was for assessments. Operating expenses were \$16,120. We have \$2,419. in assessment assistance funds. We had 10 applications that have been reviewed & recommends the board approve eight. The other two require additional information. I want to express my thanks to all the members who have donated to this fund to make this program feasible. Mr. Beck, our Certified Public Accountant will be preparing our tax returns for 2020. The annual financial report will be available by the end of March and it will be on the website. As of 2020 we no longer mail out these reports unless a member specifically requests one. I will suggest to the board to send out that report in a blast to all members. We will also post a notice on the clubhouse and TPUOA bulletin boards indicating these reports are available to our members. Now that the election is over, the bank signatories need to be updated. The officers to be the new signatories will be G. Marshall Pugh, Harve Rosenthal, Wally Tecklenburg and Kathleen Caya.
- **RESOLUTION:** Motion made by W. Tecklenburg to appoint the elected officers, G. Marshall Pugh, Harve Rosenthal, Wally Tecklenburg and Kathleen Caya, to be signatories at Mechanics Bank and TIAA Bank for the checking account, savings account and the certificates of deposits. J. Morton seconded, approved by all.
- **Secretary Report:** K. Caya: Met with J. Morton to review the secretarial duties I'm required to perform.
- **Committee Reports:**
 - **Architectural:** B. Rymer: Made four property inspection visits. We had 14 applications, 13 were approved. One denied. Three violation hearings with resolution and no fines. Two accounts still in violation. Thanks everyone for the review of the Architectural Rules & Regulations. G.M. Pugh motions to approve the amendments to the Architectural Rules and Regulations as discussed. Approved by all.
 - **Communications:** W. Tecklenburg: Happenings is still being produced digitally. Will continue to blast it out to all members & advertisers. Our weekly Notices blasted out to members each week will be decreased to every two weeks. Ruth mentioned that we may begin to publish Happenings in a printed format, but that it may not happen until the April issue. This would also require advertisers to pay the full price for their ads.
 - **Community Relations:** B. Rymer: Nothing to report.
 - **CC&R:** E. Glapinski: Minimum violations but those in violation are not coming into compliance. Unfortunately, fines are being assessed. We welcome K. Caya to the committee to bring new vision & ideas.
 - **Senior Housing:** K. Doerr: Two new violations. One caregiver application. We have a few accounts pending documentation. Henry is watching various properties. We continue to monitor Airbnb & VRBO for short-term rental violations.

- **Rules & Regulations:** J. Morton: Bessire & Casenhiser and Kort & Scott had not taken any responsibility or interest in the Property Owners Handbook because they did not comprehend that this is one of our governing documents. They now understand the importance of this document. They have agreed to the 2% Capital Improvements. Nothing will be considered a capital improvement unless it qualifies as capital improvement by the U.S. Treasury (IRS) guidelines. We continue to work on the updated version of the Property Owners Handbook. We are working to standardize all the CC&R's including the family sections, except for the unique differences in Tract 9 and the Villas. A penalty clause for late payments of maintenance fees will be included in the amended Master Declaration. Blower noise, currently starting at 5am will not be allowed until at 7am in the country club parking lot. H. Rosenthal: Ongoing issue with management not opening the restaurant. No proper controls in place for profitability. Proper signage is not posted for pool/spa hours. This is an amenity for our homeowners. We continue to demand the unresolved issues in the settlement agreement be concluded. Continued discussion of restaurant matters. J. Morton: At the last meeting a lot of concerns were brought up with management and we believe Bessire & Casenhiser are not relaying the problems to Kort & Scott. We need a professional management firm with expert golf and restaurant management. Scott Bessire & Ryan Kennedy stated to us the restaurant is not permanently closing. Board proposes a letter be sent directly to Kort & Scott addressing inadequacies. Fairways need some attention. Pins not being changed & golf course not being cut as required. This will be brought up with John, General Manager.
- **MOTION:** G.M. Pugh motions to submit a written letter directly to Kort & Scott outlining our concerns and problems with club management, the unresolved settlement agreement issues and their responsibilities to the homeowners. Approved by all.
- **IT:** E. Glapinski: Mike Morrissey will be installing the express VPN software. A couple bugs caught & removed from the computer system.
- **Action Log:** K. Caya: I will review action log, bring it up to date and establish due dates. Will discuss further at next meeting.
- **Old Business:**
 - **Teasley Status:** G.M. Pugh: Nothing new.
 - **Collections Policy & Procedure:** K. Doerr: Would like to discuss procedures with Wally & Wendy on the status of our delinquencies, liens & small claims cases. Will determine a time for all of us to meet.
 - **OSHA:** J. Morton: Written plan not completed by outgoing board member. G.M. Pugh will follow up.
 - **Nuisance Violations/Policies:** E. Glapinski: Can we schedule the nuisance fines to be the same as Senior Housing Fine Schedule? This would be a violation that becomes habitual. Committee will formulate a process.
 - **Use of collection agency:** To be included with Collections Policy & Procedure review/discussions.
- **New Business:**
 - **Board.tpuoa email retention:** J. Morton: Discussion of addressing important emails. If and when they are added to the agenda for comment, we will respond then delete.
 - **Discuss opening March board meeting to members:** G.M. Pugh: We have demonstrated we can handle quite a few members on Zoom at our meetings. We will still need pre-submitted questions from homeowners. We will begin using Zoom for General Meetings for March & April and see how members respond.
 - **Discussion flags & banners:** E. Glapinski: Need to clarify to determine what is acceptable. This will be discussed with the nuisance violations/policies and reviewed at a future meeting.
 - **Vehicle storage rules/policy:** Vehicles parked on the street follows county laws. Vehicles parked/stored on properties shall adhere to current CC&R rules.
- **Member Comments or Questions:** (Q) = Question; (A) = Answer; (C) = Comment
 - No comments or questions.
- **Meeting adjourned at 12:35PM**

(/Signature on File/HOA Office)

KATHLEEN CAYA, *Secretary*

March 10, 2021

Date