

**Punta Rassa Condominium Association  
Regular Board Meeting  
January 17, 2007**

**Open Discussion-** Owners discussed subjects relevant to PRCA. Discussed items were roofing, doors, elevators, etc.

**Call To Order-** The meeting was called to order at 10:25 a.m., by Linda Deason.

**Roll Call of Directors-** The Board members present was Linda Deason, Herb Minkin, Marilyn White Hansen, Chuck Cutter, Reid Potter and Bud Neuhauser. Not present due to resignation was Bill Bussierre (see Attached)

**Approval of Previous Minutes-** The minutes for the December 13<sup>th</sup> and 16<sup>th</sup> meetings had not been provided. Approval is still pending.

**Manager's Report-** The report was given by Kirk Bliss President of Kramer/Triad. He discussed several items:

1. Introduction of Jeff Roberts as the new manager.
2. Building 2 Roof Engineering Report was finished January 23, 2007; open bid session begins with the bids to be back  
February 8, 2007, 2:00 p.m.
3. Cost for the generator for Building 1 was approx. 20K.
4. Elevator cab repair per unit is about 10K.
5. Dryer vents are clogged. Jeff Griffith will have company clean one stack on each building and report.
6. Reid Potter has antenna agreements with Cingular and Nextel and will work with Jeff Griffith to finalize money owed.
7. The earlier delay with the city for the fire alarm system upgrade is now under way.
8. All future work orders will now be completed by the unit owners and Jeff Roberts manager will approve and give to  
to the maintenance department.
9. The delinquencies will be handled between management and the attorney.

### **Committee Reports**

#### **Building & Grounds**

1. Reid Potter moved to complete the window study for the association. Linda Deason seconded. The motion passed  
unanimously.
2. Herb Minkin moved and Bud Neuhauser seconded. With unanimous approval to finish the window project on Building  
1.

#### **Landscaping**

1. The Association will have two members from each building on the landscape committee. Marilyn White Hansen made a motion for Herb Minkin to chair the committee. Mr. Potter seconded the motion. Passed unanimously.  
The committee will be appointed.

### **Other Items**

Numerous items were discussed that were carried-over from the previous board meetings. Jeff Robert will work to familiarize himself with the issues confronting PRCA and will obtain bids for capital improvement projects being considered. These items will be presented at the next board meeting February 15, 2007, 1:00p.m.

Linda Deason adjourned the meeting at 1:30 p.m.

Respectively Submitted

Jeff Roberts CAM