

PUNTA RASSA CONDO ASSOCIATION, INC.  
BOARD OF DIRECTORS REGULAR MEETING  
MAY 16, 2007 @9:30 A.M.

1. Call to Order: Linda Deason called the meeting to order at 9:30 a.m.
2. Roll call of Directors: Members present were Linda Deason, Marylin Hansen, Chuck Cutter, Herb Minkin, Reid Potter and Jerry Dehm. Also present was Jeff Roberts, CAM. Bud Neuhauser was absent.
3. Approval of Minutes: **Herb Minkin moved and Chuck Cutter seconded to approve the minutes from the April 18, 2007, meeting with noted corrections. Herb Minkin moved and Chuck Cutter seconded to approve the minutes from the April 30, 2007, meeting. Unanimous approval for both.**
4. Management Report: Jeff Roberts, CAM, discussed the 2007 Capital Projects and their status. He also discussed Hurricane preparation, maintenance projects and water restrictions. Mr. Roberts reported that the transition between our old attorney Becker & Poliakoff and Quarles & Brady was underway and that Mr. Humphrville was in discussions.
5. Treasurer Report: Linda Deason and Mr. Roberts gave the report as to the status of accounts. It was decided that financial statements will be mailed to the Directors.  
**A motion was made by Marylin Hansen and seconded by Herb Minkin to request financial records from the bank for the years 2002, 2003, 2004 and 2005. The motion passed unanimously.** The cost was estimated at \$300.00. Those records could not be located in the management office, Kramer-Triad or storage rooms.
6. Committee Report:
  - A. Landscape: Marylin Hansen advised the board about the progress made with Mr. Scott Furst Landscaping and the plans he had submitted and the cost. **Mr. Dehm moved and Mrs. Hansen seconded to accept the work proposed and to begin. The amount of the project was \$22,000.00. The motion passed unanimously.** Mrs. Hansen advised that the landscape committee would have Mr. Furst implement one portion to make sure that his work was acceptable before proceeding with further plans and some modifications would be made.
  - B. Building and Grounds: A discussion occurred about the design of the window in the Master Bedroom. The reason for the current design with the fixed glass at the bottom, the mullion in the middle and the horizontal roller at the top was previously believed to be better designed to keep out water. Mr. Cutter asked Mr. Potter what he thought about changing the design to the sliding glass window in the master bedroom and it was his opinion that it would be fine. The board believed that the fixed glass design constituted a material alteration. **Herb Minkin made a motion to change the specification with Arnold/Sanders Engineering to the full length sliding glass window in the master bedroom (like kind). Mr. Cutter seconded the motion. The motion passed unanimously.** The board agreed that any owner that had already

contracted for the horizontal roller or casement window in the bedroom would be grandfathered. It was agreed that both sides of the bedroom window would slide exactly as is.

7. Old Business: Mr. Roberts discussed the need to send out a letter to the unit owners in regards to the Hurricane Preparation of the Association. Mr. Roberts will send a cover letter and two emergency notification letters. The owners will be notified that the second half of the special assessment due July 1, 2007 will be postponed until a final figure can be obtained concerning the elevator renovation. It was also noted that the shuffleboard and the manager fee increase was a portion of that assessment.

Also included will be a straw vote in regards to the responsibility of the windows, doors and screens. The straw vote is only a non-binding vote to establish the support for each of the issues. The unit owners will be asked if they would like the owner **or** association responsible for the windows, doors and screens. The second straw vote will ask the owner if the Association should charge for delinquencies and late fees "all that the law allows". The final question will ask if the annual meeting should be changed to the first of the year when more owners could attend.

8. New Business: Specification for railings and doors.

**Jerry Dehm moved and Chuck Cutter seconded the following motion. The motion carried unanimously.**

**I move that PRCA adopts and implements the following general procedure for controlling the replacement of windows and sliders doors in the individual units:**

- 1. Owner/Installation Contractor applies for permission to replace windows/sliders doors in designated unit.**
- 2. Owner/ Installation Contractor is presented with applicable engineering drawings that specify window/slider door supplier, NOA and FPA codes and installation practices for selected window/door openings.**
- 3. Upon agreeing to accept the window/slider door specifications, the owner will be given a letter granting permission to install the window/slider doors signed the by President of the Board of Directors.**
- 4. Owner/Installation Contractor will take necessary documentations to Lee County Building Department for Permitting.**
- 5. PRCA will monitor the installation to assure work is proceeding according to controlling documents.**

**A motion was made by Jerry Dehm and seconded by Herb Minkin to provide funding from 2007 Budget Contingent Funds and Audit to cover the cost of the \$10,000.00 plus out of pocket cost for the 2006audit. The motion passed unanimously.** It was noted that only \$4000.00 was provided for accounting fees in the 2007 Budget.

**Jerry Dehm moved and Reid Potter seconded to have the 2007 Annual Meeting November 16, 2007 @ 10:00 A.M. at the Sanibel Harbour Resort and Spa. The motion carried unanimously.**

Mr. Minkin moved to adjourn at 12:55 p.m. Mr. Cutter seconded. The motion carried unanimously.

Respectively Submitted,

Jeff Roberts, CAM  
Punta Rassa Condominium Association, Inc.