**THE VILLAGE DEL PRADO CONDOMINIUM ASSOCIATION INC**

**BOARD OF DIRECTORS MEETING**

**January 18, 2022**

**10:00 a.m.**

The meeting of the Board of Directors for The Village Del Prado Condominium Association, Inc. was held this date and time in the Clubhouse of the Ocean Gallery, 4600 A1A South, St. Augustine, FL  32080.

President David Stelbrink called the meeting to order at 10:00 am.

***Call To Order:***

David Stelbrink

Robert Woodward

Harry Norton

Vance Turner via Zoom

Steve Munoz

Sandy Capuano

***Proof of Notice:***

Notice of the meeting was emailed to all members and posted on the community bulletin board in accordance with the FS718 on January 12thh*,* 2022.

***Approval of Minutes:***

With minutes distributed to all board members, a motion was made by David Stelbrink and seconded by Robert Woodward to approve the 10/19/21 Annual Budget Meeting, Annual Membership Meeting, Annual Organizational Meeting, Board of Directors Meeting, and the 11/2/21 Board of Director Meeting minutes.  Harry Norton abstained from approving the Annual Budget Meeting and the Annual Membership Meeting due to not being present.  (See Exhibit A)

***Committee Report***

Steve Munoz introduced the Landscape Committee: Sandy Capuano, Rose Carcich, Bill Kline, Chuck Niblett, and Laura Orologio. Steve Munoz provided the history of the Trimac landscaping that was completed in 2018 for $114,844. Many plants have died, overgrown, and some haven't faired well in the planted area. The Village Del Prado has a contract with Trimac to honor the warranty of the plants as long as Trimac has the main Ocean Gallery contract. Steve and Sherri had a meeting with Trimac to go over and negotiate the resolution of the issues. Steve presented Trimac with the committee's Resolution of Landscape issues document (See Exhibit B). Todd, the General Manager of Trimac, agreed to the list. Robert Woodward agrees with the recommendations on the list for Trimac to complete. The only thing that he disagrees with is removing healthy plants. Harry Norton would like to address the maintenance of the plants at a later date. Harry mentioned that the plantings would likely be acceptable if appropriately maintained. After a lengthy discussion, David Stelbrink motioned to approve the scope of work in the provided document given to Trimac, healthy plants stay or can be relocated, and the committee doesn't spend unauthorized money. Steve Munoz amended the motion to add that Robert Woodward has the opportunity to walk around with the committee to help identify dead plants. Harry Seconded the motion. All were in favor, and the motion passed unanimously.

***Treasurer's Report:***

Treasurer Robert Woodward advised the Board that they have spent $7,800 more through December than they have taken in. A significant portion of that comes from the pool/spa maintenance account. We have purchased four pumps a chlorinator, and the inflation of pool supplies has contributed to being over budget. Another reason for being over budget is that VDP paid 17% of the Covid cleanings, which was paid out of the pool/spa maintenance account. We are $2,000 over budget in the grounds upkeep account. The Board approved the extra rock and landscape fabric expenditures to help weed control. The good news is the general insurance rate has come in a few thousand dollars cheaper than expected. According to our Agent, the board is waiting on the new flood insurance rate, which should be coming out on April 1, 2022. Robert Woodward mentioned we will start sending a quarterly financial report to the owners. (Exhibit C)

***General Manager's Report***:

Sherri Johnson gave her report (see Exhibit D) with items of interest being Jack recently repaired the pond fountain, which he replaced a bad gooseneck on the suction side of the pump.

Jack set traps to capture the felines behind the waterfall safely. At the request of an owner in building one,

Eric and Bob removed two hibiscuses, relocating one of the plants to the area at the dumpster corral behind building ten.

There are four concrete jobs on the schedule to complete this spring. Village Del Prado 35 and 31 begin on March 14, and Village Del Prado 34 and 38 will start on April 4. The total time needed to complete the four concrete repair jobs is estimated to be six weeks, and the total labor cost is estimated to be $16,800. Harry Norton asked if concrete repairs need to be completed on patios that have tile, who would be responsible for the cost to replace or repair the tile. Sherri indicated that the owner is responsible for the tile, and the association is responsible for the structural repair. Sherri also informed the Board that Dave Herndon does concrete inspections of the patios not enclosed and exposed to the elements annually.

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***Old Business:***

Robert Woodward said after going through the reserve study, the study noted it would take $4,800 to replace the mailboxes. Eric was able to make the necessary repairs to the mailboxes for $100.

President David Stelbrink mentioned that the Board gave Eric a Christmas bouns and the office staff gift cards.

***New Business:***

The next meeting will be on April 19, 2022, at 10 am.

With no further business to discuss, a motion was made by David Stelbrink to adjourn and seconded by Robert Woodward. With all in favor, the meeting was adjourned at 11:25 am.

Respectfully submitted,

Prepared for the Board by Prop Mgmt