



Board Meeting

April 20, 2020 @ 10:00 AM

Clubhouse Ballroom

Agenda

STATEMENT: This meeting is for residents of the community only. General orders of business will be conducted with proper behavior and conduct. Please silence your cell phones and other devices. This meeting is being recorded.

Attendance: Larry Saunders - President, Michael DeCicco - Vice President, Joe Bruno- Vice President, Neil Cavaleri - Secretary, Robin Wetmore - Treasurer, Management: Jim Ritter - General Manager

Call Meeting to Order -

1. Motion to approve Resolution 2020-1 to permit webcasting of Board Meetings to the members of the Association.
2. Approval of Board Meeting Minutes: February 18, 2020 (March meeting cancelled due to pandemic)
3. Officer's Report(s)
 - a. President
 - b. Vice President
 - c. Vice President
 - d. Treasurer's Report
 - i. Monthly expenditures \$324,786
 - e. Secretary –

4. Manager's Report: The staff appreciates your patience in waiting for responses from us. We are working from home and the information is not as readily available as it is when we are in the office.

5. Comments from the Board on action item comments submitted.

6. Comments from the membership on action items. (Submitted in writing by RSF or email prior to April 15th)

7. Action Items for next month.

a. Motion to renew the Taylor Management Contract for three years. (Board)

b. Motion to approve continuing health insurance for the employees (Board)

8. Action items - May be amended prior to the meeting: Can be viewed at https://taylormgt.ahn6.com/greenbriarocenaire/document_category.asp?cat_id=23&name=Board+agenda (copy and paste to your browser) You will need your password to gain access to this site.

a. Motion to replace the Roof Top HVAC unit for the Ballroom for a cost not to exceed \$160,000.00 to be funded by the Capital Replacement Fund. (staff)

b. Motion to repair the Roof Top Unit for the restaurant for a cost not to exceed \$40,000.00 to be funded by the Capital Replacement Fund. (Staff)

c. Motion to continue the Billy Casper Contract under the same parameters as the current contract for five more years. To be funded by the Operating Fund. (Golf Advisory Committee)

d. Fire sprinklers line replacement at a cost not to exceed \$60,000.

e. Motion to memorialize the approval Audio Visual equipment (large screen smart TVs with lap top projection capabilities) for the card rooms and east hallway. An information board to be added in the lower hallway. Cost not to exceed \$16,000.00 to be funded by the Operating Fund. (Website and Dining and Events Committee)

f. Motion to memorialize the approval adding library shelving at a cost not to exceed \$7,000.00. To be funded by the Operating Fund. (News Paper Committee)

g. Motion to accept the auditor's report. (Finance Committee) Posted to Taylor

h. Motion to amend the 2020 Operating Budget to use excess revenues of \$269,833.00 from 2019 to offset possible loss of income due to the Pandemic to the 2020 budget as Deferred Income. (Finance Committee)

i. Motion to amend the 2020 Operating Budget not to fund the Capital Replacement Reserve and Capital Improvement Fund for 2020 to offset possible loss of income due to the Pandemic to the 2020 budget. (Finance Committee)

j. Motion to approve the Association's Insurance policies for 2020 at a cost not to exceed \$166,530. To be brokered by Brown & Brown Insurance.

9. Meeting adjournment

Statement of action items:

The Ball room HVAC unit has major repair requirements. It currently does not function well enough to keep the ballroom at 72 degrees in the warmer weather. The repair cost will be approximately ½ the cost of a new more efficient unit. If repaired it will require constant maintenance. A replacement unit has been investigated that has few moving parts and can notify management or a service provider remotely if it needs service such as filter changes.

The restaurant rooftop HVAC unit has an ac compressor that is no longer functioning. This compressor can be repaired at approximately 1/3 the cost of a complete new unit. That unit will be repaired.

Billy Casper Golf has been maintaining the golf course and pro shop for the last 9 years. It is the recommendation of the Golf Advisory Committee to renew the agreement between the association and Billy Casper Golf. The agreement will be the same as the expiring agreement except for some word changes to clear up interpretations of the agreement. The cost will be in line with past increases of 1% per annum.

You may recall that over the past couple of years, different fire sprinkler lines have sprung a leak causing damage in the lobby and aerobics room. The leaks were in the 4 inch supply lines which had to be replaced. Upon investigation it was found that the 4 inch lines used to carry the water throughout the clubhouse are very thin. The corrosion (rust) on the inside of the lines had eaten through the lines. It was highly recommended that to minimize additional leaks causing damage that the remaining 4 inch lines be replaced.

The Board, at the recommendation of the Dining and Events and Website Committees, started upgrading the visual displays in the east and west card rooms. This was originally approved as part of the 2020 budget approval. As the installations were progressing it became apparent that a few added features would enhance the use of the displays such as being able to be hooked to lap tops and DVDs for superior presentation of club and educational materials. For reliability power supply and internet lines were run from the headend (located at the rear of the ballroom) to each display. Because the cost will exceed the original cost presented the Board felt it necessary to give formal approval to the total expected cost.

The Board, at the request of the Newsletter, decided to start the Library renewal while the clubhouse is closed. This was originally approved as part of the 2020 budget approval, however the Board decided to formalize its decision to move forward on this project. The project focuses on adding book shelving and remodeling existing shelving to be more functional.

The Association uses an Independent Auditor to perform an audit on the finances of the Association. The Audit reviews all Funds and reconciles the bank account as of Mid-night December 31. The Auditor also reviews the minutes of the Association to verify that funds expended were done so in accordance of the Association's documents. The Finance committee corresponds with the auditor throughout the process and have done a final review with him. The acceptance of the audit makes it a permanent record of the Association.

2019 was a good year financially for the Association. At the end of the year there were excess revenues over expenses of \$269,833.00. In prior years when this occurred the Board either carried over to the following year the funds to offset the need for additional contributions from the members or due to the Capital Replacement Reserves not being fully funded the Board has transferred the excess revenues to the reserves. The year, due to the uncertainty of income to the association from sources other than membership fees, the Board has opted to carry the full amount of the excess revenue of 2019 over to 2020 to offset and lost income so the services to the membership can be maintained.

The Association's Insurance Policies expire April 24, 2020. State Law and the documents of the Association require that the Association keep adequate insurance in force to protect the Association, its members, and the amenities of the association. Very few insurance companies offer to insure communities such as Greenbriar Oceanaire.