

Paradise Shores Apartments.Inc.
Board of Directors Meeting – Clubhouse (NO ZOOM)
May 10, 2022 - 7:30PM

Call to Order & Roll Call:

Consideration of Agenda:

Reading of the previous minutes: Minutes of the April 12th, 2022 Board Meeting

Treasurers Reports: March 31, 2022 & April 30, 2022 Treasurers Reports

Correspondence: A letter from Ed Brown & Lynne Kramer's Attorney

Committee Reports:

Blue Book:

Election:

Contract-Insurance:

Sales & Rentals:

Specifications:

Legal Affairs:

Budget:

Grounds

Maintenance:

Neighborhood Watch:

Compliance:

Old Business

Patios:

FPAT professional reserve study:

Ways & Means Committee:

Attorney Engagement:

Rentals Tabled Motion:

Building 14 2nd floor ceiling repairs:

Building #9 plumbing:

Flood insurance:

Parking Tabled Motion:

Janet Naylor Letter

New Business:

Summary of a motion to modify Spending Policy Directive 99-1* as follows:

1. Purchases requiring one Executive Officers Approval increased to any purchases of up to \$1,000 from the current \$300.00 limit.
2. Purchases requiring two Executive Officers Approval increased to any purchases from \$1,000 to \$10,000 from the current \$300.00 to \$2,000 limit.
3. Purchases to be approved by the Board of Directors increased to \$10,000 and above from the current \$2,000 limit.

President's Comments:

Dumpster and the boards adopted policy to keep it locked.*

Question & Answer Period:

Next Meeting is October 11, 2022 at 7:30 pm in the Clubhouse.

Meeting adjournment

*Attachments

No: 99-1

Policy for the Approval of Expenditures

In the absence of a formal contract that clearly identifies the service that will be provided to the Association, together with the related cost, all expenditures by the Association must be supported by a Purchase Order that has been authorized in accordance with the following limitations:

(a) Persons authorized to sign Purchase Orders:

President
Vice President
1st Vice President
*Secretary
*Treasurer

(b) Limitations on authority:

Purchases not in excess of \$300.00:

May be authorized by any one of the above listed Officers;

Purchases between \$300.00 and \$2,000.00:

Must be authorized by any two of the above listed Officers;

Purchases with a total cost in excess of \$2,000.00;

Must be approved by the Board of Directors.

(c) Purchases from the Petty Cash Fund shall not be in excess of \$25.00, and may be authorized at the discretion of the Office Manager.

The Board of Directors recognizes that emergency conditions may be encountered that requires action that is not consistent with the above policy and limitations. In such event, the person taking such action shall immediately convey notice of such action to the President of the Association.

* - may authorize purchases only when the aforementioned Officers are absent

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Adopted by the Board of Directors
March 2, 1999

Paradise Shores Apts. Inc.
Board of Directors Meeting-Recreation Hall
December 13, 2005 -- 7:30PM

Old Business:

Litigation/ Frescura: Settlement has been reached and a check for \$ 10,000 has been deposited in our bank.

Campo/Door Building # 4: Pending Mediation

Non Approved windows Building # 1: Vice President Phyllis Jackston reported that this item has been resolved, as new window have been installed.

Disposal of Appliances & Furniture*: Larry Crosby read a report from the committee on the use of the dumpster. He made a motion seconded by Dick Brown that the following recommendations be approved:

- (1) The dumpster should be locked when the maintenance crew is absent the premises.
- (2) Disposal of any item brought to the dumpster by a resident shall be at the discretion of the maintenance supervisor, provided that disposal shall not be unreasonably withheld.
- (3) Prohibit specifically sofas, mattresses/box springs, bulky, oversized easy chairs and major appliance such as stoves, refrigerators, and dishwashers etc.
- (4) Create and post a list of people and organizations that will dispose of restricted items for a reasonable fee.

Motion carried

New Business:

Washers/Dryers

The company, without the knowledge of the Association, raised the cost for the use of the washers and dryers. Vice President Phyllis Jackston called the company and had them come out and put the prices back to the prices agreed to in our contract, .75 and dryer .50.

Lock on Laundry Rooms: After much discussion it was agreed to table this until next meeting.

Office Computer*: A motion to purchase a new computer for the office in the amount of \$906.28 was made by Mildred Zielinski seconded by Bernie Chisholm.

Motion carried

Paper Dumpster/ Court case: Phyllis Jackston reported that the lady who threw her garbage in our paper dumpster was taken to court and she was fined \$350.00 and she received 6 months probation.

The maintenance coupon books for 2006 have been distributed and a list of fees for 2006 has been posted in each of the breezeways.