

# Minutes of Winds of Paradise Board Meeting held 4/23/18

**Location:** Winds of Paradise Clubhouse

**Time:** Meeting began at 6:00pm

**Board Members Present:** Lou Murren, Lynn Matsey, Carlos Alvarez, Phil Wicker and Peggy Penridge

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Lou Murren called the meeting to order at 6:00 pm

Motion to waive the reading of the minutes from 4/18/18 was made and seconded. And the minutes were accepted as stated.

Lou Murren then asked for the Officers Progress reports.

## REPORTS OF PROGRESS:

- Lou Murren and Lynn Matsey are now signatories on the Chase accounts. They are also able to sign on ad view all transactions. Lou reminded Peggy Penridge and Carlos Alvarez need to meet with him at the bank to become additional signatories.
- Lou Murren stated that the Chase Savings Account (HOA Reserve) statements from 2011 to date have been downloaded and sent out to all board members. The highest amount of that account was approximately 52K (2011), and so far they cannot find any other reserve account to amount to the reported amounts given by Pat Denes (previous treasurer).
- Lou Murren and Lynn Matsey also went to SunTrust Bank to update the CD accounts, and found that there is only one CD (not CD's) for approximately 6K (not the approx. 42K previously reported by Pat Denes)
- Lou Murren informed the board that the Amendment to the Document of Covenants and Restrictions had been filed with the clerk of the court and gave the original stamped document to Peggy Penridge to put in the HOA files.
- Lou Murren distributed an excel spreadsheet with the current known communication information the HOA had regarding the Unit Owners. The spreadsheet contained all the unit owners listed by WOP address with the current phone number, email address and additional mailing address on file with the HOA. Since there was a significant amount of information missing or incorrect, he requested the assistance of the other board members to compile a complete list.
- Carlos Alvarez updated the board on his contact with the roofers and stated that he spoke with G&G, PRC and Tech Systems roofing companies concerning the updating and revision of their respective proposals. He has heard back from G&G and Tech Systems but not as yet from PRC.
- Phil Wicker discussed and volunteered to walk the property with Lynn Matsey and Lou Murren to review any landscaping issues. Lynn Matsey will take point in dealing with Flawless (Landscaping contractor)
- Lynn Matsey/Peggy Penridge drafted a letters concerning the termite bond for homeowners in NE Beachside Lane building. Lou Murren to combine and edit. Also Peggy contacted Toni Hill and verified she will be the coordinator for that building in relation to the Drywood Termite policy with Slug-A-Bug.
- Peggy Penridge is waiting on Title Company to draft lien release on 2074 Seawind so that Lou Murren may sign it for County filing.
- Jennifer Gates filed the corporate report with the State.

#### New Business:

- Lou Murren reviewed the information provided by all interviewed property management companies for the Board. He then asked for a vote on the management company selection. Oceanside Property Management was selected by a 5-0 vote as the property management company of choice.
- Peggy Penridge made a motion to accept their proposal and select Oceanside Property Management as the property management company for Winds of Paradise. Lynn Matsey seconded. Vote was 5-0 in favor.

#### TASKS:

- Lou Murren will get with Barry Ranew (Insurance agent) about our insurance coverage to cover new officers. He will also ask about coverage on previous boards and unit owners.
- Lou Murren will ask our postal delivery person if there is an empty mail slot in any of the 3 boxes, which the HOA can utilize, to eliminate the need for a P.O. Box at the Indianantic post office. We would then utilize the clubhouse address (1230 Beachside Lane) as the address of the HOA.
- Lou is putting together a package to send out to unit owners to update them on progress and provide minutes of meetings.
- Peggy Penridge will contact Oceanside Property Management to inform them that they were chosen as the Winds of Paradise property management company. She will also inform the other property management companies of this.
- Carlos Alvarez will continue to work with roofing companies to get updated proposals. A discussion followed about soffits and gutters and how they will be included (or not) in roofing quotes.
- Jennifer Gates will continue working on the financials and keep us updated.

#### Other Items:

- A discussion followed about the funds discrepancy and was tabled until we can get with Oceanside Property Management to discuss their recommendations.
- Peggy Penridge made a motion to cash in the CD at SunTrust Bank and put the funds in the Chase Savings account. Phil Wicker seconded the motion and the vote was 5-0 to cash out the CD and move the funds. The loss of interest was negligible and funds access was increased.
- Lou Murren informed the board that Jennifer Gates will have to amend the corporate filing to correct his name on that filing.
- A discussion followed, initiated by a unit owner concerning the possible need to involve an attorney to get all financial documents from previous board members. A suggestion was made to wait until Oceanside is working with us to address this issue.
- Phil Wicker brought up the need for a fence repair by the pool. Peggy Penridge will bring that to Oceanside's attention in an email to them.
- Next Board meeting was set for Tues, 5/1/18.

Phil Wicker made a motion to adjourn the meeting and Peggy Penridge seconded it. Vote was 5-0 to adjourn.