

Schooner Bay Condominium Association
Special Membership Meeting/Board of Directors Meeting
November 20, 2020 at 12:00 pm-VIA ZOOM

Membership Meeting Minutes

- Meeting called to order by Sam Cabral at 12:03. Director's present- Sam Cabral, Jim Hardie & Michael Plescia.
- Determination of Quorum: A quorum was determined-(11) owners present in person, and (17) by proxy.
- Sam Cabral signed an affidavit that verified mailing of membership notices, the budget, and posting the agenda.
- There was a motion by Michael Plescia, seconded by Jim Hardie to approve the February 7, 2020 minutes. Anne Marie Sopko asked that the minutes be amended to include some wording that she sent the Board. The Board agreed that her letter will be attached to these minutes as an attachment.
- Committee reports:
 - The 9/30/20 financial statements were reviewed.
 - The Board reviewed all the unusual expenses that have been recently incurred. Topics included Termite issues, water intrusion repairs, engineer fees, gutter and fence repairs, and new pool heater.
 - Insurance costs are increasing, efforts to replace insurance deductible funds. Insurance deductible amounts and various coverages were reviewed. Fences are no longer covered by the insurance

New Business:

- Discussion and vote on rollover of surplus funds:
 - The rollover of surplus funds was approved by all (17) proxies and by all (11) present by show of hands. Motion carries.
- Discussion and vote on Capital Replacement Fund:
 - The Capital Replacement fund was approved by all (17) proxies and by all (11) present by show of hands. Motion carries.
 - The board reviewed the 2021 Budget. Fees will need to be increased for 2021 to \$545.00 per month.
- Owner Input: The residents asked questions to the Board and all requests were answered.
- Meeting adjourned at 12:49

Board of Directors Meeting

- Meeting called to order by Sam Cabral at 12:51. Director's present- Sam Cabral, Jim Hardie & Michael Plescia.
 - A quorum of the Board was determined and proper posting of the meeting was confirmed.
 - There was a motion by Michael Plescia, seconded by Jim Hardie to approve the February 7, 2020 minutes. All in favor. Anne Marie Sopko letter will be attached to these minutes. Rebecca asked that a copy of this letter be sent to her for the records. It was reminded that if an owner wants a copy of the minutes from a previous meeting all they have to do is send an email to Stokesmgmt@verizon.net and they will be sent a copy. Rebecca only recommends that only approved minutes sent to owners.
 - There was a motion by Michael Plescia, seconded by Jim Hardie to approve the 2021 budget as presented to the owners with fully funded reserves. All in favor.
 - New Business:
 - The Board approved and discussed several owners' modification requests: 6688 to the dock was approved, Discussion of 6782 request not approved, 6782 Hurricane shutters approved.
 - Motion to Adjourn at 1:05 p.m... The Annual meeting to be held on 2/5/21 at 12:00 p.m. VIA ZOOM
- Respectfully Submitted-Rebecca Stokes, Licensed Community Association Manager

From: 6778ams@gmail.com,
To: stokesmgmt@verizon.net,
Subject: Fwd: Upcoming Schooner Bay Association November Meeting
Date: Fri, Nov 20, 2020 2:24 pm

Rebecca,
 Here is the email that I sent to you and all association members in september. You can see that you are listed in the original recipients. This email has a copy of the certified letter that I submitted to the board in September.
 Anne Marie Sopko

--Feel Cosmic, Think Global, Act Local--

----- Forwarded message -----

From: Anne Marie Sopko <6778ams@gmail.com>
Date: Mon, Sep 28, 2020 at 7:07 PM
Subject: Upcoming Schooner Bay Association November Meeting
To: <btstueve@yahoo.com>, <feigint@yahoo.com>, <gregkernisan@hotmail.com>, <mce1010@netscape.net>, <picasso9000@comcast.net>, <sealoverpac1@verizon.net>, alongacre@comcast.net <alongacre@comcast.net>, Bmiavitz@aol.com <Bmiavitz@aol.com>, Brad <secondnature1993@yahoo.com>, camnorb@comcast.net <camnorb@comcast.net>, cas6690@verizon.net <cas6690@verizon.net>, chetzoltak@gmail.com <chetzoltak@gmail.com>, chicagotime@gmail.com <chicagotime@gmail.com>, cmgoodman23@yahoo.com <cmgoodman23@yahoo.com>, da1010rf@netscape.net <da1010rf@netscape.net>, dlbarley@hotmail.com <dlbarley@hotmail.com>, dmcneill@rogers.com <dmcneill@rogers.com>, elisabethphillipson@gmail.com <elisabethphillipson@gmail.com>, esslaker@gmail.com <esslaker@gmail.com>, fdagata2@gmail.com <fdagata2@gmail.com>, florakirwan@yahoo.com <florakirwan@yahoo.com>, gary <dustypurple@verizon.net>, grace.mcgee@verizon.net <grace.mcgee@verizon.net>, john and mary <johnmary@wi.rr.com>, john pritiko <johnpritiko@gmail.com>, jppartyboy13@gmail.com <jppartyboy13@gmail.com>, Laura and Brett <laura17@yahoo.com>, mac9639@verizon.net <mac9639@verizon.net>, mstarito@gmail.com <mstarito@gmail.com>, myersgranary@yahoo.com <myersgranary@yahoo.com>, pablofabrizio@verizon.net <pablofabrizio@verizon.net>, rickl@leonardmechanical.com <rickl@leonardmechanical.com>, Roger and Jeanette <rogerierardi@live.com>, Rshoe2@verizon.net <Rshoe2@verizon.net>, shoalview@gmail.com <shoalview@gmail.com>, tammy@labstaff.com <tammy@labstaff.com>, tennis9me@verizon.net <tennis9me@verizon.net>
Cc: Sam Cabral <coppres@aol.com>, Mike Plescia <mplescia@twc.com>, Jim Hardie <geh318@aol.com>, condo <stokesmgmt@verizon.net>

Hello Schooner Bay neighbors.

Hope you are all staying safe and well and adapting to life with Covid.

In anticipation of our upcoming November Association meeting., I am sending all Association members and Stokes Management Company this information so that you all are aware of these requests to the Board. I have submitted a certified copy of the letter below to the Board in care of Board president, Sam Cabral.

Stay safe and well,

Anne Marie Sopko

To: Schooner Bay Association Board c/o Sam Cabral, President

From: Anne Marie Sopko, Owner 6778 Schooner Bay Circle

Date: September 21, 2020

Subject: Issues Related to Upcoming Schooner Bay Association Meeting

1. Minutes from February 2020 biannual Schooner Bay Association Meeting

As you may recall, at the February 2020 Schooner Bay Association meeting it was requested by some association members and agreed to by the Board that minutes from previous meetings be distributed in advance so that members could have time to review the minutes before being asked to approve them. Please ensure that this fact is reflected in the minutes from the February meeting and that the minutes are distributed in advance of the November 2020 meeting accordingly.

In addition, at the February 2020 meeting, the results of the election for the seat on the Board whose term had expired were announced. The minutes should reflect what had occurred with the nomination process to ensure that there is always an accurate recording of the process to fill Board seats and to ensure that all association members have access to the information. As I recall we were informed of the following:

- There were two names in nomination, Jim Hardie, the current Board member who wished to remain on the Board and Mike Plescia
- Mike Plescia removed his name from nomination in deference to Jim Hardie
- Gary Bartlett who was filling Jack Horner's unfinished term, resigned his position prior to the February meeting and Mike Plescia was asked by the Board to fill the position that Gary was vacating
- Therefore no voting was conducted.

If this is correct, this and any other related information should be included in the minutes so that we have an accurate accounting of what transpired and so that all association members, whether they attend meetings or not, have access to information relevant to the community.

2. Minutes from January 2020 special assessment Schooner Bay Association Meeting

As for the minutes of the January special meeting, I thought that we approved the November 2019 minutes at the February meeting. I do not recall approving the minutes of the January 2020 special meeting. I believe that minutes from the January meeting need to include the following. If I am mistaken and the minutes were approved then I respectfully submit the following information as an addendum to those minutes.

- A project to install security gates at either end of Schooner Bay Circle was initiated by the Board without prior approval of the association members as required by Florida Statute and also by Section 10 C of Schooner Bay by laws
 - o Section 718.113(2)(a), Florida Statutes was amended by adding the highlighted language: "Except as otherwise provided in this section, there shall be no material alteration or substantial additions to the common elements or to the real property which is association property, except in a manner provided in the declaration as originally recorded or as amended under the procedures provided therein. If the declaration as originally recorded or as amended under the procedures provided therein does not specify the

procedure for approval of material alterations or substantial additions, 75 percent of the total voting interests of the association must approve the alterations or additions **before the material alterations or substantial additions are commenced.**"

- When made aware of this requirement the Board scheduled a meeting in January 2020, submitted information about the gate project and an assessment of \$1000 per unit, and conducted a vote for approval of the project and the assessment.
- Results of the voting were submitted to the membership at the January meeting. (NB: Results of the voting need to be inserted here.)

Again I reiterate that these and all minutes need to be distributed in advance for review by the membership.

3. Upcoming November 2020 Meeting Agenda

I would like to request that the following agenda item be included for general discussion at the next Association meeting.

Schooner Bay Association Communications: Suggested discussion topics to Include:

- Are association members interested in the identification of an electronic means for improved communication within the community with the ability to maintain current up to date contact information for each unit? If so, options include:
 - o improving the effectiveness of the current web site
 - o replacing the current website with HOA/Condo communications software, access to which is often provided by HOA/Condo management companies.
- Communications could include, but are not limited to:
 - o meeting notifications, meeting minutes
 - o scheduled upcoming repair and maintenance projects for which association members could lend assistance. (This suggestion was made over a year ago by Janet Barley.)
 - o notification of upcoming major projects within the community and/or which directly impact the community. Recent examples include the expansion of the gating project to include enclosure of dock access at the south end and installation of a coded gate to access the pool area and the major structural repairs of the lanais for units 6724 and 6732.
 - o hurricane preparedness and mitigation reminders and post storm communication.

Improved communications could go a long way towards bringing us together as a community, keeping residents apprised of what is going on in the community, giving the Board an easy tool for communicating with the community and protecting the Board from after the fact issues and challenges.

Thank you.

Sincerely

,Anne Marie Sopko