

**POINTE SURFSIDE HOMEOWNERS ASSOCIATION
BOARD MEETING MINUTES
FEBRUARY 15, 2011**

NOTICE: Upon due notice given and received the General Session meeting of the Pointe Surfside Homeowners Association was held on February 15, 2011 and called to order at 6:38 pm.

**DIRECTORS
PRESENT:**

Janet Cabourne..... President
Michael Carralero..... Vice President
Patricia Enna.....Treasurer
Mary Whaley.....Secretary

ABSENT: Gus Zakka.....Member at Large (no call, no show)

ALSO PRESENT: Jan Standish, CCAM.....Golden West Property Manager

**HOMEOWNER
FORUM:**

Ellen Riley-C202 was present regarding the light bulb that is at the end of the C Building garage is still out.

MINUTES:

A motion was made by Mary Whaley, seconded by Janet Cabourne and carried to approve the Board meeting minutes of January 18, 2011 as written.

FINANCIALS:

A motion was made by Patricia Enna, seconded by Janet Cabourne and carried to approve the January 2011 financial report subject to audit.

GWPM is to check the bills for account 5407 (phone).
GWPM is to send a letter to all homeowners listed on the bill for phone at the gate and advise them that the phone number at the gate must be a local number (no unit charges).

A motion was made by Mary Whaley, seconded by Janet Cabourne and carried to approve the Treeco bid if they can match or beat the TreePro tree trimming bid. Treeco must provide a 10 day minimum notice.

GWPM is to request Treeco arborist to attend the March meeting regarding unit A103 tree on the driveway side of the unit.

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A motion was made by Janet Cabourne, seconded by Mary Whaley and carried to approve the Personal Touch bid for mailbox cleaning at a cost of \$92.50 and exterior fence cleaning at a cost of \$820.00.

GWPM is to request a second lighting maintenance bid.

A motion was made by Michael Carralero, seconded by Patricia Enna and carried to approve the McDonnell Roofing bid after replacing missing or damaged shingles from the roof tune up.

A209 - A motion was made by Janet Cabourne, seconded by Mary Whaley and carried to approve the RMI bid #20382 dated 1/12/11 in the amount of \$625.00 to repair drywall damage from an Association pipe leak.

GWPM is to ask Crandall Plumbing if bathroom drywall damage to unit A310 is related to their tub issue. RMI's bid #20420 tabled.

A motion was made by Janet Cabourne, seconded by Patricia Enna and carried to approve the RMI bid #20421 in the amount of \$1,425.00 to repair the damage at A210 caused by the Association's ABS pipe leak.

The RMI bid #20419 is tabled – GWPM is to talk to the repair vendors.

A motion was made by Janet Cabourne, seconded by Mary Whaley and carried to approve the RMI bid #20422 in the amount of \$425.00 to repair cabinet damage caused by the threshold leak from the unit above.

The Association will start using Show and Tell for small handyman work.

GWPM is to provide the PCW bid specs to Landis Williams Construction and Humburg & Associates.

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A motion was made by Patricia Enna, seconded by Michael Carralero and carried to approve the Monitor Security Systems proposal for an additional camera at the Warner gate at a cost of \$2,400.00 to be paid from reserves.

A motion was made by Michael Carralero, seconded by Patricia Enna and carried to approve the insurance renewal.

ADJOURN: There being no further business to discuss; the meeting was adjourned at 7:50 p.m.

ATTEST: Respectfully Submitted by:

Golden West Property Management

APPROVED: Chairperson of the Meeting / President of the Association

SECRETARY'S CERTIFICATE

I, Mary Whaley, the duly elected and acting Secretary of the Pointe Surfside Homeowners Association, do hereby certify under penalty of perjury that the attached is a true and correct copy of the Minutes of the General Session meeting held February 15, 2011 as approved by the Chairperson and President of the Association.

Date

Secretary