

**POINTE SURFSIDE HOMEOWNERS ASSOCIATION  
BOARD MEETING MINUTES  
AUGUST 16, 2011**

**NOTICE:** Upon due notice given and received the General Session meeting of the Pointe Surfside Homeowners Association was held on August 16, 2011 and called to order at 7:00 pm.

**DIRECTORS PRESENT:** Janet Cabourne..... President  
Michael Carralero..... Vice President  
Mary Whaley..... Secretary  
Patricia Enna..... Treasurer

**ABSENT:** Gus Zakka.....Member at Large

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

**HOMEOWNER FORUM:** **Linda Zakka, unit A212** was present to observe and asked if there was a preliminary cost for wood repairs.

**Bonnie Johnson, Unit C104**, reported that wood on her patio needed repair and a crack needed to be filled in the sidewalk between C103-104 by the outgoing mail area.

**John Yenne, Unit C112**, asked whether the Association could sue Lone Star for not using pressure treated wood. He also stated that the fumigation burned his plants in the patio and the Board informed him that Access would be reimbursing him.

**Mrs. Yenne** stated that water is being wasted and the sidewalk needed to be replaced.

**Robert Rothman, Unit C115**, also reported that plants that Access said would be safe in his patio were damaged (chemically burned).

**Becky Jaffee, Unit A312**, reported that her balcony rail had wood damage. The Board informed her that PrimeCo would be inspecting all patio/balcony areas as a separate item for wood repairs.

**MINUTES:** A motion was made by Mary Whaley, seconded by Michael Carralero and carried to approve the special meeting minutes of July 24, 2011 as written.

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**FINANCIALS:**

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

A motion was made by Patricia Enna, seconded by Michael Carralero and carried to approve the July, 2011 financial report subject to audit.

Roof Consultant – tabled

Three Phase Electric – A motion was made by Janet Cabourne, seconded by Michael Carralero and carried to approve repair items for A110, B104 and hanging fixture in clubhouse.

Schonwit & Company – A motion was made by Janet Cabourne, seconded by Patricia Enna and carried to approve the proposal to perform the 2010-11 audit and prepare tax returns,

Wood replacement bids – 3 bids, Metro Construction, Humburg & Associates and PrimeCo, have been received and reviewed by William McCullough, project manager. Based on the project manager's review and recommendation, a motion was made by Michael Carralero, seconded by Patricia Enna and carried to accept PrimeCo proposal at an approximate cost of \$119,265.00 plus a 10% contingency. A 90 day re-visit to review the project needs to be added to the contract that the Association's attorney will prepare. \$25,000.00 will be paid from the reserves and the balance will be from an emergency special assessment.

Emergency special assessment – tabled until balconies and patios are check for wood damage with estimated cost. Mr. McCullough needs to provide information/scope for patio and balcony inspections to PrimeCo.

C203 business out of garage – a motion was made by Janet Cabourne, seconded by Mary Whaley and carried to have attorney, David Cane, send a cease and desist letter

Maturing Certificate of Deposit – A motion was made by Janet Cabourne, seconded by Mary Whaley and carried to roll over the CD maturing at First Foundation at prevailing rate.

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Cosco Fire Protection proposals – The proposal for the 5 year inspection and the proposal to replace fire alarm panel batteries in A building, replace 2 manual stations in C building and provide 2 missing 911 signs were tabled for an additional bid.

Elevator maintenance – Management was asked to obtain a proposal for monthly elevator maintenance from another company.

**ADJOURN:** There being no further business to discuss; the meeting was adjourned at 8:05 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 August 16, 2011 as approved by the Chairperson and President of the Association.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary