

**JENSEN BEACH CLUB  
BOARD OF DIRECTORS  
WORKSHOP MEETING  
MINUTES  
AUGUST 30, 2022**

**Call to Order**

**Dave Nowakowski, President called the Workshop Meeting to order at 10:30 am**

**Roll call via teleconference:**

**Dave Nowakowski, Roy Placet, Ellen Bloomer, Carolyn Doyle, Paul Laura**

- Dave remarked that this board is a very diverse and dedicated group of individuals. He talked about the structure of Board Meetings. Each member would give their report. Meeting to be followed by membership Q & A. Each person would be given three minutes talk time.
- The next scheduled meeting would be in November to discuss the 2023 Budget, with the possibility of a workshop meeting for Dec. 26<sup>th</sup>. Alena will send the agenda to all board members.
- The next Board Meeting would be scheduled for January 2023.
  
- Paul Laura will be Assistant Treasurer, working with Ellen Bloomer and they have started the process for the 2023 budget
  
- The State of Florida passed a Building Safety Law in May, mandating that all buildings within three miles of the ocean and three stories or higher will be toured by an engineer/architect for structural safety. This must be done every ten years. Phase 1 must be completed by 12/31/24 but we will be aggressive in this matter and start this year. We have enough money in this year's budget to cover the initial cost. An early start will also give us time to make and pay for repairs. Once Phase 1 is complete we will proceed to Phase 2. This will not be inexpensive.
- Alena has received a proposal for the seawall.
  
- A Structural Reserve Study by an engineer/architect for the State of Florida and must be completed by 12/31/25
- Ellen will be in control of all invoices and proposals. All invoices and proposals will be made available to all board members online and will be approved within 48 hours. This will improve the budget process as it is important for board members to know what is going on.

**Board Member Responsibilities:**

**Grounds and Landscaping:** Ellen and Carolyn. There is no Recreation Committee so the bocce court, tennis courts and pool will continue under Grounds.

**Communications and IT:** Roy. Vito investigated switching our phones and the phone at the gate to Comcast. Roy will look further. Alena's phone has already been switched.

**The pond:** Paul

Paul said the building inspector will not make an assessment based on Phase 1 and will not issue a Certificate as there is not enough detail. There is a certain amount of liability involved. Physical structural issues will be in Phase 2. We have a quote for \$9,000 for Phase 1 and \$15,000 for Phase 2 with a deposit of 50% and 25%. Structural Reserve Study will be \$7,000 with a \$3,500 retainer.

Dave said there is surplus money to pay.

Someone asked, and Dave explained the meaning of a Structural Reserve Study and that it should be done every ten years. The rules for the required amount of reserves was established many years ago and have never been updated. It is basically re-tooling the law.

We have increased our roof reserves this year.

- **Welcome Committee:** Carolyn. Sharon and Camille have been doing this for the summer months. We may need a few more people for the committee.

The past president usually appointed any Committee Chair.

**Grievance Committee:** The President must establish a grievance committee. Roy said that there is a need for a Mission Statement.

- No Board Member may serve on that committee. When the committee makes a ruling on actions taken by an individual, that person has the right to stand before the committee for a ruling and possible punitive action. Roy will work with Alena.

Someone stated that even if rules were set for fines for infractions, and the owner refuses to cease and desist, we don't have the power to enforce the fine. It would have to involve an attorney. The pros and cons of adding fines to the owner's HOA fees. Dave said It would have to be on a case-by-case basis. Alena has towing information regarding illegally parked vehicles.

Dave stated that there would be an increase for legal fees in the new budget.

Dave said an email will be sent.

Dave, Roy and Alena will work on the website and the Grievance Committee.

Website will be available to board members and residents to review relevant information on State of Florida's new law.

- Advantage Management is replacing Lenny. We will be interviewing a candidate tomorrow. His name is Charles Cook. He has ten years' experience. Alena will establish a schedule of his daily, weekly and monthly duties. He could start on Thursday. At the present time, he will only be working 30 hours per week, which days and the number of hours will be determined.
- Paul said that regarding TOPS, Advantage Management will supply help, however they are having staff shortages.
- Paul reported an Operations surplus of \$597,706.00
- And a Reserves surplus of \$672,873.00 for a total of \$1,870,000.001

Dave made a motion to adjourn the meeting seconded by Ellen.

All in favor, motion carried.

Meeting adjourned at 11:31 am

Scribe: Peggy Kelly

As always, please let me know of any errors or changes and I will make the corrections.