

Monterey Villas Condominium Association, Inc.
Board of Directors Meeting
November 6, 2018
Approved Minutes

Minutes from a Board of Directors meeting for Monterey Villas Condominium Association, Inc., held at Monterey Clubhouse, 1725 Mission Drive, Naples, Florida.

A quorum was established, and proof of notice confirmed. The meeting was called to order at 6:32 P.M. by Tina Miller, Association Manager.

Board Members Present: Patty Fey, Graham Armstrong, Jayne Workman, and Susan Ridenour.

Board Members Absent: Julie DuRoss.

Others Present: Tina Miller, CAM (Association Manager), and 1 member.

Approval of Previous Minutes

A motion to approve the minutes of the Board Meeting held on April 16, 2018 was made by Ms. Ridenour, seconded by Ms. Fey and carried unanimously.

New Business

- a. Tree Trimming Concerns** – Annual tree trimming was completed by Castello Lawn Service
- b. Mulch Installation Date, comparative bid for 2019** – Mulch was completed and will get several bids in 2019 for price comparison.
- c. Landscape comparative bids for 2019 before 30 day notice required if we end current on 1/1/19 renewal date** – Ms. Miller will bid out landscape contract for the Board to review.
- d. Mailboxes update** – No new updates, this is owner's responsibility and George, an owner at MSC, will continue to maintain.
- e. ARC amendment needed? Document email vote approved** – Ms. Ridenour moved to accept the amended ARC to allow roof vendors' liability insurance coverage to decrease from \$1 million to \$500K. This was seconded by Mr. Armstrong and carried unanimously.
- f. Post to website** – Ms. Fey will work on ARB Guidelines and post to the website.
- g. Roof specs corrected, need requirements to be updated and post to the website** – Ms. Fey will rewrite and email to the Board for review/approval then post to the website.
- h. Pressure washing bids for 2018** – Ms. Ridenour moved to accept the bid from Cypress Home Service to clean the sidewalks and driveways only and was seconded by Ms. Fey. Unanimously adopted.
- i. Newsletters with intros, news** – Ms. Fey will do an occasional email blast to inform the community.

- j. **Budget Workshop** – the proposed 2019 budget was discussed and a line for Document Rewrite was added to the proposed budget.

With no further business to discuss, **a motion to adjourn the meeting was made by Ms. Ridenour and seconded by Ms. Fey.** The meeting was adjourned at 8:01 P.M.

Respectfully submitted,
Tina Miller, CAM
Association Manager