

CARLTON TOWER

The Carlton Condominium Association, Inc.

Minutes

Carlton Tower Association Organizational BOD Meeting Monday, January 9, 2012

BOD Members Present

Robert Dean
Patrick Buckheit
Jack Law
Christopher Jordan

Property Manager Present

John Camaioni

Call to Order

Meeting was opened by John Camaioni. The purpose of this meeting is for the newly elected Board members to elect officers of president, treasurer and secretary, which are required by law. Since there are 5 positions, the usual practice is to elect a vice president as well, with the fifth as a director.

Election of 2012 Board of Directors officers

Bob has not only served as president, but also as treasurer. He is willing to remain as president, but would like to relinquish the position of treasurer to someone else. Bob nominated Tony Adams to be treasurer. We really haven't had a treasurer for the last 3 years because Bob established the books. Accounting is on auto pilot now, but Bob would be there to help Tony.

Regarding secretary, our receptionist/bookkeeper is taking care of the transcribing. What would really be helpful to John and the Board is to take what has been transcribed and turn it into proper minutes. We would provide the standard format. On top of that, there are additional duties of the secretary, including composing and signing certain legal letters, etc. Jack is fine with continuing as vice president, Bob as president, so he agreed Tony should be treasurer and Chris as secretary. Patrick does not have the time to do either, but offers valuable input and help as need so he will continue as director. Motion was made, seconded and passed.

We will have to get new signature cards for banking as 2 signatures are required on all checks.

Active committees

House committee – Jack Law, Barbara Pope, Malcolm Marks
Building committee – Bob, John, Thomas Olander, Jim Trunzo, Nick Spano
Financing committee – Richard Carlson, Gene Deady, Bob Stetson

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Website update

Tony has had problems with uploads in trying to set up the new website. He is going to check out Facebook and make a recommendation to the Board if it would be satisfactory. Not sure what the problem with uploads is exactly. Bob has a website builder that can do it for \$600-700. The company is Gatman Services and highly recommends them. Bob would like to see all of our condo documents on website, projects, bids, etc. People should have access to all of this information regarding the Association without going down to the office.

Jack made a motion to contract with Gatman Services, motion passed.

Andrew Wilson/5H

The state allows us to fine people who violate condominium rules. A Fining Committee of volunteers was formed and organized in accordance with Florida Statutes.

We have an individual who has consistently violated rules, especially the guest sign-in rules. The committee met Dec. 28, 2011, to address Mr. Wilson's violations. The purpose of this committee meeting was to make a recommendation to the Board as to whether this person should be fined, and if so, how much. The committee did determine that Mr. Wilson should be fined \$100.00. The Fining Committee recommendation is attached to these minutes.

According to statute a fine of up to \$100 maximum per incident may be levied. Since the violation was repetitive over a longer period of time, after multiple requests to sign in and after formal notice as well, the committee elected to fine him \$100, the maximum with the idea that each subsequent violation would also be \$100 up to a cumulative maximum of \$1000.

A motion was made to accept the recommendation. It was seconded, and the motion was passed.

It is important to note that the money is not the point, but rather abiding by the rules is the emphasis.

With no further business, motion was made to adjourn, motion passed.