

# *The Carlton Condominium Association, Inc.*

November 19, 2019

7:00 P.M.

## Monthly Board Meeting

### **Minutes:**

Date: November 19, 2019

Start Time: 7:00 P.M.

Board Members Attending: Robert Dean, Jack Law, Robert Stetson and Richard Carlson

Absent: John Camaioni

Also in attendance: Sonny Bayer, Building Manager

1. Call to Order – Certify Quorum – Quorum Met
2. Proof of Notice – Yes, posted on bulletin boards and emailed
3. Disposal of Unapproved Minutes September 25, 2019
  - a. Motion to Approve – Richard Carlson
  - b. Seconded – Robert Stetson
  - c. Approved – Unanimously
4. Reports
  - a. Treasurer – Richard Carlson
    - i. All paid. One owner consistently late each month and is fined \$100 each month
  - b. Manager – Sonny Bayer
    - i. New replacement ceiling tiles in Lobby
    - ii. Kelvion Titanium Plates and gaskets ordered
    - iii. Discharge pipe from cooling system burst due to faulty initial install. Repaired
    - iv. Repaired cracked vent cast iron pipe from D line kitchen stack. Did PHD & 17D. Had to stop at 16D due to resident squaring off kitchen and eliminating access to common element space around pipes. Cracked pipe remains behind kitchen 16D. Tomorrow we will continue with floors 12 through 8, D & E Line kitchens.
    - v. Inaccessible windows scheduled for annual professional cleaning 12.9.19-12.11.19
    - vi. Trash chutes had annual professional cleaning November 19, 2019
    - vii. Front entrance marble was polished and sealed
    - viii. Continue to follow-up on the drivers for the 2 lights that are out on the upper pool parking deck
    - ix. Electricidal issue in the 10<sup>th</sup> floor electric room that is indicative of age-related electrical issues that the Association will need to address in
  - c. House Committee – Teresa Carlson
    - i. Have had conversations with numerous owners regarding the carts in the garage being stolen. These owners agree that the carts should not be replaced because of this ongoing cart theft problem.
5. New Business –
  - a. Discussion and Approval of Contracts – Robert Dean
    - i. Mail Room –
      1. Mailboxes not legal
      2. Access difficult
      3. Package room needs to be expanded

4. Four Contracts
    - Salsbury Industries (mailboxes)
    - \$10,166.94
      - Richard Carlson made a motion to approve
      - Jack Law - seconded
      - Approved Unanimously
    - Vilella's Corp (Removing walls, etc.)
    - \$4,475.00
      - Richard Carlson made a motion to approve
      - Jack Law – seconded
      - Approved Unanimously
    - JOD Design (Installation, etc.)
    - \$3,381.00
      - Richard Carlson made a motion to approve
      - Jack Law – seconded
      - Approved Unanimously
    - JOD Design (Ceiling)
    - \$1,660.88
      - Richard Carlson made a motion to approve
      - Jack Law – seconded
      - Approved Unanimously
  - ii. Approve emergency repair funds for outfall pipe
    1. Davis Plumbing
      - a. \$7,975.00
        - i. Richard Carlson made a motion to approve
        - ii. Jack Law – seconded
        - iii. Approved unanimously
      - b. Monies coming from Operating Account
  - iii. Laundry Contract
    1. Further discussion at next meeting
  - iv. Insurance 2020
    1. Further discussion will be needed as we received 2 different valuations
  - v. Budget Discussion
    1. Calendar year is January 1 to December 31
    2. Budget usually passed in December
    3. Two weeks notice to owners required by the State of Florida
  - vi. Plumbing Issues
    1. Plumbing pipes are cast iron
    2. Plumbing over 50 years old
    3. Currently replacing cast iron as it cracks
    4. Association has the legal responsibility to protect and repair all building structures
    5. Some owners have encroached on common element when renovating kitchens thus obstructing access to common element pipes
6. New Neighbors – None
  7. Adjournment
    - a. Richard Carlson made a motion to adjourn
    - b. Jack Law – seconded
    - c. Approved Unanimously

End time: 8:22 P.M.

Respectfully submitted,

*Teresa Carlson*

Teresa Carlson  
Recording Secretary  
November 22, 2019

Minutes approved at posted Board meeting on:

Date: \_\_\_\_\_

**Secretary Signature: .** \_\_\_\_\_

**Owners in Attendance:**

Malcolm Marks

Thomas Ganey

Ali Ilgin

Maria Moreno-Estevez

Teresa Carlson (recording secretary)