**DISCLAIMER: This Synopsis of the Minutes has been prepared for the convenience of Owners as early information only and has not yet been approved by the Tequesta Garden Condominium Board as the Official Minutes.**

**BOARD OF DIRECTORS MEETING**

August 30, 2023

The meeting was called to order at 1:01 PM by President Roger Kjar. There were 7 residents in attendance in the Clubhouse and 1 resident on Zoom to salute the flag and Pledge Allegiance. Mark and Daryl were in attendance in the Clubhouse and Becky was in attendance via Zoom.

**ROLL CALL**: Roger Kjar – present via Zoom

Dick Carter – present in CH Peter Kline – present via Zoom

Kathy Devine – present via Zoom

Jennifer Jonach – present via Zoom

Ceil Roy – present in CH

John Skoglund – absent

Jim Moran – present in CH

Elmer Schneider - present in CH

There was a quorum.

**APPROVAL OF THE July 25, 2023 Meeting Minutes as unread.** Ceil Roy moved to approve the minutes. Jim Moran seconded the motion. The vote was unanimous. **Motion passed.**

**TREASURER’S REPORT** – Peter Kline went over the July 2023 Financial Report (see attached). Our three biggest expenses this month were insurance, water/sewer and Comcast.

**MAINTENANCE REPORT –** Mark Cassetta. Fire inspections were done this month. Extinguishers, emergency exit lights and storage rooms were inspected and we had no discrepancies or violations. Backflow valves were checked as well. None failed or had to be replaced. The crack in the slab at 1 Garden #207 was NOT structural. Carousel will fill it with epoxy. Imaging was checked and nothing was compromised which was good news. Termite inspections will be set up in September. I will get the dates out as soon as possible. The hot water at the pool shower is out. Reem will be sending us a new heater and it will be installed as soon as it comes in.

**COMMITTEE REPORTS**

**Insurance –** Peter – First insurance meeting will be September 25th at 4:00 p.m. Eric Sowden from Insurance Office of America will be at the meeting.

**Building Reps –** Ceil **–** No report.

**Landscape Committee –** Nancy – No report.

**Personnel –** Peter – Will schedule an upcoming meeting soon.

**Budget Committee –** Peter – We had a meeting on August 28th. We reviewed the Reserve categories and updated each for inflation. Identified new areas that need a designated Reserve. The next budget meeting will be 9/19 at 4:00 p.m.

**Bylaws/Document Review Committee –** Jennifer – The committee proposed a change to our Condo Docs and our Rules and Regulations regarding the installation of hurricane shutters. **SEE NEW BUSINESS.**

**Electric Charging Stations –** Jim Moran – No report.

**Social Committee** – Sharon – The first Social Committee Meeting will be on September 21st at 10:30 a.m. via ZOOM. Events will be starting up in the fall. The kitchen in the clubhouse has been organized and Pat Bruss is now in charge of it. There will be no garage sale this year – every other year. The following events are scheduled: 11/11, Ice Cream Social; 11/27, decorating for Christmas; 12/9, Christmas party in clubhouse; 1/6, bus trip to Naples; 1/20, Welcome back party; 2/14, wine tasting and appetizers. Mark your calendars!

**Buildings and Grounds Committee** – No report.

**Vehicle Parking Committee –** Jennifer – Next meeting will be September 11th at 10:00 a.m. via ZOOM.

**Property Enhancement Committee** – Bonnie – No report.

**Lease Committee** – John – No report.

**Kayak Committee** – Mike Erving – No report.

**OLD BUSINESS**

Discussed the water damage that occurred between one of our upstairs units and the unit directly below. A contractor will be coming in to look for mold and moisture. They will then remove the damaged drywall in the downstairs unit and have it repaired. According to Florida Statute, Chapter 718, the association is required to take care of the drywall only (no electrical, no cabinetry, no flooring). Because neither unit owner had insurance we will have to try to recoup money from the unit owner that caused the damage.

We will be calling our attorney for answers to questions regarding insurance and what steps we need to take to make sure residents show proof of insurance. We will then discuss this matter at another Board meeting.

**It is VERY IMPORTANT that when you leave your unit for any length of time it is your responsibility to get with Mark to have him turn OFF your water. You can call him, text him or email him. His phone number is 561-222-6116 and his email address is mark@tequestagarden.com**

**NEW BUSINESS**

Jennifer Jonach presented, on behalf of the Document Review Committee, a storm shutter protection proposal. This proposal would require a change to our Declaration of Condominium that will require a community vote. The proposal reads as follows:

**ARTICLE VI. 2. d. Effective (date), for the protection of individual units, the common elements and the other units in the building, storm protection shutters or impact glass are required on all lanais/porches, in all units. Unit owners are STRONGLY encouraged to upgrade any outdated storm shutters to Palm Beach County Code hurricane protection requirements. Owners MUST replace any existing shutters if they are removed.**

Jim Moran moved that we accept the proposal drafted by the Document Review Committee on storm shutters. Kathy Devine seconded it. The vote was unanimous. **Motion passed**.

The next step will be to review the revised language and prepare for a community vote for the change to our Condominium Documents.

There was discussion as to where to put the $39,000 check we received from Waste Management. Currently it is in the Paving Reserves. We discussed possibly using it for other maintenance needs.

It was decided that each member of the Board will compile a list of maintenance needs/issues. At the September Board meeting we will discuss and prioritize those needs.

**ADJOURNMENT**

Ceil Roy moved to adjourn the meeting; it was seconded by Jennifer Jonach. The vote was unanimous. **Motion passed.**

The meeting was adjourned at 2:59 p.m.

The next Board of Directors meeting will be September 26th at 1:00 p.m. in the Clubhouse and on Zoom.

Respectfully submitted by,

John Skoglund

Secretary