

# *Tequesta Garden Condominium Association, Inc.*

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*"We're retired from working, but are working at having fun"*

**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**

October 24, 2023

The meeting was called to order at 1:05 PM by President Roger Kjar. There were 14 residents in attendance in the Clubhouse and 0 residents 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 via Zoom
- Peter Kline – present in CH
- Kathy Devine – absent
- Jennifer Jonach – present in CH
- Ceil Roy – present in CH
- John Skoglund – absent
- Jim Moran – present via Zoom (late)
- Elmer Schneider - present via Zoom (late)

There was a quorum.

**APPROVAL OF THE September 26, 2023 Meeting Minutes as unread.** Peter Kline moved to approve the minutes. Ceil Roy seconded the motion. The vote was unanimous. **Motion passed.**

**TREASURER'S REPORT** – Peter Kline went over the September 2023 Financial Report (see attached). The 2022 audit is complete and available for review.

Peter Kline moved that we put the \$4,239.00 of retained earnings from 2022 into the Common Elements Reserve. Ceil Roy seconded the motion. All were in favor. **Motion passed.**

**MAINTENANCE REPORT** – Mark Cassetta. No report. Mark was overseeing stack blowouts,

## COMMITTEE REPORTS

- **Insurance** – Peter – Peter recommends to the Board that we continue our 2024 insurance business with IOA. \$435,000 is our estimated insurance expense. **SEE OLD BUSINESS**
- **Building Reps** – Ceil – We had a meeting on 10/18. Only 5 out of 17 building reps showed up. Fifteen new residents moved in since January. We also discussed getting keys from every unit owner for the lock boxes. Please give mark a key if you haven't already done so. PLEASE place your garbage IN the garbage can so that animals do not get into it.
- **Landscape Committee** – Nancy – Caterpillars are infesting some of our palm trees and they are being destroyed. Mark and Ramon are looking into it.
- **Personnel** – Peter – The Personnel Committee met and will recommend to the Board a 5% increase for our employees. We also agreed to bonus amounts for 2023 and those will be paid at the beginning of December. We will be having one more meeting to discuss organizational structure.
- **Budget Committee** – Peter – The Budget Committee met and voted on a budget recommendation for 2024. Our obligation is to give everyone two weeks notice to review the proposed budget. The packet was mailed out October 23<sup>rd</sup> and the next meeting is November 7<sup>th</sup> at 4:00 p.m. for budget approval.
- **Bylaws/Document Review Committee** – Jennifer – no update.
- **Electric Charging Stations** – Jim Moran – no update.
- **Social Committee** – Ceil – A BIG thank you to Sharon Kjar for heading the Social Committee for so many years. She will be stepping down this year. The next social event coming up is the Ice Cream Social on 11/11/ Please look for flyers and emails with more details and when and where to sign up. The Social Committee is also looking for more volunteers if anyone is interested.
- **Buildings and Grounds Committee** – No report.
- **Vehicle Parking Committee** – Jennifer Jonach – We have had two meetings since our last update. Again, we are doing this because multiple residents have asked us to do this. Friends, family and caretakers can't park here if they have trucks. Our condo docs are outdated. Pick up trucks are now the #1 selling vehicle. We have planned three community engagement sessions. All of them are at 9:00 a.m. in the Clubhouse. 11/18, 12/2 and 1/13. Flyers will go out and everyone is invited with their questions and thoughts. The community will ultimately vote on the change.
- **Property Enhancement Committee** – Bonnie – No report.
- **Lease Committee** – John – No report.
- **Kayak Committee** – Mike Erving – No report.

## OLD BUSINESS

Peter Kline moved that the Board of Directors approve Insurance Office of America's broker to purchase our insurance for 2024 in the best estimate amount of \$435,000 and we will course correct if we get a better quote. Jennifer Jonach seconded the motion. All were in favor. **Motion passed.**

There was a discussion about the benches that need to be replaced on the shuffleboard courts. There are a couple models set up in the Clubhouse. Please give us your opinion on what you prefer. All feedback can be provided to the office.

The topic of smoking was discussed. Smoking is restricted to the inside of your unit. Smoking cannot create a nuisance to your neighbors. In 2022 we voted to amend the Condominium Documents under Article XI, USE RESTRICTIONS, D. Nuisances. To include 'Smoking and secondhand smoke are fire, health and safety hazards. Smoking and secondhand smoke are nuisances. We read aloud the section in our Rules and Regulations that addresses smoking. It states as follows:

Y. NO SMOKING Smoking and secondhand smoke are nuisances as well as fire, health and safety hazards. Smoking anywhere on the property cannot create a nuisance for residents. Smoking includes, for example, the use of cigarettes, cigars, pipes, marijuana, e-cigarettes, and vaping. The State of Florida Clean Indoor Air Act prohibits smoking in common enclosed areas, such as laundry rooms and clubhouses, including restrooms and kitchens. Smoking and secondhand smoke are also not permitted on balconies, walkways and the Clubhouse's screened porch. Smoking is permitted in individual units but must be contained within the unit and cannot become a nuisance to neighboring units or interfere with the peaceful possession and use of property by its residents. Cigarette butts and ashes are considered litter and should be disposed of properly.

Animals were discussed. All animals must be controlled on a leash at all times, they must be approved by the office and they must follow all the guidelines set forth in our Rules and Regulations and Service/Support Animal paperwork.

Peter Kline, on behalf of the Personnel Committee, moved that the Board of Directors approve a 5% increase for our employees effective January 1, 2024. Ceil Roy seconded it. All were in favor. **Motion passed.**

## **NEW BUSINESS**

Jennifer Jonach moved that the Board of Directors approve the application of new flooring installation at 10 Garden Street #205 that has been reviewed and accepted by our Maintenance Supervisor, Mark Cassetta, as meeting all conditions of Section U of the Rules and Regulations of TGCA. The motion was seconded by Peter Kline. All were in favor. **Motion passed.**

We are looking for residents to volunteer for the Fining/Compliance Committee. No Board members or relatives of Board members can be on the committee. If you are interested in being a part of the committee or you would like some more information PLEASE contact the office by phone at 561-747-1822 or email [daryl@tequestagarden.com](mailto:daryl@tequestagarden.com).

Please make sure all of walkways in your building are clear of fire hazards. We cannot have obstructions in the walkways. Under the ADA Act we are required to have 36" free and clear for wheelchairs and walkers.

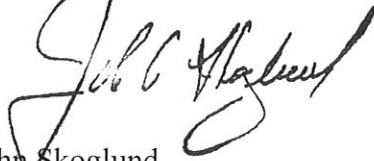
## **ADJOURNMENT**

Jim Moran moved to adjourn the meeting; it was seconded by Peter Kline. The vote was unanimous. **Motion passed.**

The meeting was adjourned at 2:50 p.m.

The next Board of Directors meeting will be November 7th at 4:00 p.m. on Zoom to approve the 2024 budget. The November regular Board meeting will be November 28<sup>th</sup> in the Clubhouse and on Zoom at 1:00 p.m..

Respectfully submitted by,

A handwritten signature in black ink, appearing to read "John Skoglund", written over the printed name below.

John Skoglund  
Secretary

# Tequesta Garden Condominium Association, Inc.

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## October 2023 Financial Report

Total income for the month of September was \$106,213. Expenses were \$99,036; resulting in being under budget by \$-1746; and year to date over budget on expenses by \$17,967. Net income for the year is \$34,655 but calculating the money still owed to Comcast (if we cancel our contract) our equity is \$13,166. The 2022 Audit is complete if anyone would like to review it. The retained earnings of \$4,239 will be allocated today by the Board.

Cash in the bank is \$1,208,610 broken down as follows:

<b>\$ 56,566</b>	<b>Truist operating account</b>	
<b>\$ 54,952</b>	<b>Truist money market</b>	
<b>\$100</b>	<b>in petty cash</b>	
<b>\$1,096,992</b>	<b>Reserves</b>	
5,000	Wells Fargo checking	
111,676	Wells Fargo 5 month CD	4.40%
110,000	Wells Fargo 11 month CD	3.92%
90,015	PNC	.03%
215,743	First Citizens money market	.25%
251,645	Valley money market	.20%
2,050	Chase checking	
248,000	Chase 6 month CD	4.88%
62,863	Due To Operating Fund	

Reserves – broken down as follows:

\$ 1,557	Hurricane / Catastrophic Event
\$ 2,059	Shuffle Board
\$ 3,093	Putting Green
\$ 669,546	Roofs
\$ 139,209	Paving
\$ 129,994	Painting
\$ 55,204	Building Repairs
\$ 28,806	Equipment
\$ 12,448	Common Elements
\$ 11,904	Clubhouse Roof
\$ 6,855	Big Pool
\$ 9,956	Small Pool
\$ 26,362	Bad Debt

Submitted for audit, Peter Kline, Treasurer