**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**

November 28, 2023

The meeting was called to order at 1:01 PM by President Roger Kjar. There were 20 residents in attendance in the Clubhouse and 5 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 in CH

 Dick Carter – absent Peter Kline – present via Zoom

 Kathy Devine – present via Zoom

Jennifer Jonach – present via Zoom

Ceil Roy – present in CH

John Skoglund – present via Zoom

Jim Moran – present in CH

Elmer Schneider - present in CH

There was a quorum.

**APPROVAL OF THE October 24, 2023 Meeting Minutes as unread.** Jim Moran moved to approve the minutes. Ceil Roy seconded the motion. The vote was unanimous. **Motion passed.**

**TREASURER’S REPORT** – Peter Kline went over the October 2023 Financial Report (see attached).

**MAINTENANCE REPORT –** Mark Cassetta. Stack blowouts were done last month and found no major blockages. They did find eggshells in debris so please do not put eggshells down your garbage disposal. All termite inspections are done. We went door to door and checked common areas. Only found one incident of termite activity and it was treated and will be monitored. During the last wind event we found several shingles missing. Ward Roofing will be coming out to inspect buildings and will replace shingles. Electrical panels are still being replaced in all buildings. DO NOT place dog feces in the recycling bins.

**COMMITTEE REPORTS**

* **Insurance –** Peter – the next update will be in the second half of December. We will find out if our insurance has remained the same or more than we budgeted for. Stay tuned.
* **Building Reps –** Ceil **–** We did not have a meeting this month. Our next meeting will be in December. Please do not throw your garbage down from the second floor to the first floor! Put your garbage IN the container! Ceil will be monitoring.
* **Landscape Committee –** Nancy – No meeting this month but have one scheduled for December. Please volunteer to be on the committee. Thank you, Nancy, for the beautiful flowers out front.
* **Personnel –** Peter – We have hired a new cleaning lady who will start in January.
* **Budget Committee –** Peter – Our work is done for the year. Thank you to the committee members and members of the community.
* **Bylaws/Document Review Committee –** Kathy – We met this month and discussed the need for clarification from our attorney on ESA’s. We also discussed the Fining Committee and the need to seek out community members to join it. We talked about clarifying the procedures for using the Clubhouse. Our next meeting is December 12th.
* **Electric Charging Stations –** Jim Moran – no report.
* **Social Committee** – Ceil – The Turkey/Ice Cream social was a success and the committee raised $240. December 9th is our Christmas social in the Clubhouse. Look for flyers and emails. The Welcome Back party is scheduled for January 20th.
* **Buildings and Grounds Committee** – No report.
* **Vehicle Parking Committee –** Jennifer – We had two meetings and a community event since the last Board meeting. We have continued to provide facts and data to the community and are open for questions. A copy of the presentation can be found in the office. Our last meeting before the vote will be either January 13th or 20th. We will let you know when the date is confirmed. We are shooting for a January 30th community vote and will continue to inform the community of the details of the proposal. We encourage everyone to participate and vote.
* **Property Enhancement Committee** – Bonnie – We do have some money set aside. We will see what we can do with it at the next meeting.
* **Lease Committee** – John – No report.
* **Kayak Committee** – Mike Erving – We will resubmit paperwork to the trustees of our recreation lease asking for permission to use the laydown area in the maintenance shop area for kayaks on the leased property.

**OLD BUSINESS**

None

**NEW BUSINESS**

Peter Kline moved that the Board of Directors approve to replace the roofs in our recreation area with asphalt shingles, as quickly as possible, as we were quoted. John Skoglund seconded the motion. All Board members in attendance voted **YES** except for Jim Moran who voted **NO**. The vote was 7-1 in favor. M**otion passed.**

Peter Kline moved that the Board of Directors approve that we pay for the new recreation roofs by using the line of credit that will be paid back with a special assessment. John Skoglund seconded the motion. All Board members in attendance voted **YES** except for Jim Moran who voted NO. The vote was 7-1 in favor. **Motion passed.**

Jim Moran moved that the December BOD meeting be held January 2nd at 1:00 p.m. and the January BOD meeting be held January 30th at 1:00 p.m. Jennifer Jonach seconded the motion. All were in favor. **Motion passed**.

The following residents are on the Property Enhancement Committee: Jim Moran, Bonnie Perry, Roger Kjar, Elmer Schneider, Mike Erving, Ted Lint and Kathy Grove.

**\*\*IMPORTANT\*\*

It is HIGHLY recommended that you look at the toilets in your unit for deterioration. We have discovered that we have quite a few toilets from 1971 and the rubber grommets, the gasket and the wax ring are starting to deteriorate. This will cause the water to run and possibly create leaks. If you lift the lid of your tank and see a 1971 date it is time to replace them. We want to be proactive as to avoid potential accidents.

If you would like Mark and Roger to take a look at your toilets please call Mark at 561-222-6116.**

**ADJOURNMENT**

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

The meeting was adjourned at 2:35 p.m.

Respectfully submitted by,

John Skoglund

Secretary