

# 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

September 24, 2024

The meeting was called to order at 1:01 PM by President Ceil Roy. There were 18 residents in attendance in the Clubhouse and 10 residents on Zoom to salute the flag and Pledge Allegiance. Mark and Daryl were in attendance in the Clubhouse and Becky was on Zoom.

**ROLL CALL:** Jim Moran – absent at roll call but came in later - present  
Kathy Devine – Zoom  
Jennifer Jonach – Zoom  
Roger Kjar – Zoom  
Peter Kline – Zoom  
Laurie Bogaard – Zoom  
John Skoglund – Zoom  
Elmer Schneider – present  
Ceil Roy - present

There was a quorum.

**APPROVAL OF THE April 30, 2024 Meeting Minutes as unread.** John Skoglund moved to approve the minutes. Kathy Devine seconded the motion. The vote was unanimous. **Motion passed.**

**TREASURER'S REPORT** – Peter Kline went over the August 2024 Financial Report (see attached). I would like the Board to form an IT Strategy Committee.

**MAINTENANCE REPORT** – Mark Cassetta. We had two small sinkholes develop in the parking area at 11 Garden. The Village of Tequesta came out and fixed the areas. In June we had to fix a sewer line at 7 Westwood and 9 Westwood that was affected by tree roots. Buckeye Plumbing, who did the repair, recommends lining the sewer pipe to prevent future root intrusion. In August Carousel did concrete repair at 7 and 9 Garden and treated the rebar. The new walkway by the shuffleboard court and pool was installed and new lighting was added. I will be fixing or removing the steppingstones that are near the new walkway. We have a signed contract to replace the pavilion roofs. The work will begin next week. Fire inspections were done throughout the community by the Village of Tequesta Fire Department and no violations were found. I approved new flooring installation for 10 Garden #205.

## **COMMITTEE REPORTS**

**Insurance** – Peter Kline – The Insurance Committee met in May. Fewer than 50% of our unit owners have submitted proof of H06 coverage. Possible next steps include 1) refer noncompliant owners to fining committee per the association documents 2) implement an alternative voluntary scheme to protect the association (not in documents) 3) do the work to formalize the concept of “self-insurance” (not in documents) 4) do nothing/take no action (current status). Our 2025 insurance has been secured after appeal with Citizens Insurance, estimated 14% increase. However, reroofing of 15 buildings must be completed in 2025.

**Building Reps** – Ceil Roy – We had a meeting on September 18<sup>th</sup> and seven reps were present. Only minor problems were discussed, and Ceil will be addressing them. Next meeting will be in October.

**Landscape/Buildings and Grounds Committee** – Nancy Heines – No report.

**Personnel** – Peter Kline – There will be a 4% increase in salaries effective January 2025.

**Budget Committee** – Peter Kline – We have met three times to validate the reserve study and the 2025 budget. We recommend several items to the Board: 1) two 2024 special assessments for insurance and legal expenses over budget (**see NEW BUSINESS**) 2) consider budgeting for part time maintenance person in 2025 3) a 2025 assessment to fully fund roof reserve for 2025 reroofing. The next Budget Committee meeting will be October 2<sup>nd</sup>.

**Bylaws/Document Review Committee** – Kathy Devine – Ceil asked us to work on two items, one regarding the length of time children can stay as a guest and the other regarding records that must be maintained by the Board. We are not ready to present them.

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

**Social Committee** – Joyce Saunders – The committee met September 19<sup>th</sup>. Mark your calendars for the following events: Coffee And...October 26<sup>th</sup> at 9:00 a.m., November 25<sup>th</sup> help decorate the Clubhouse for Christmas, December 8<sup>th</sup> Christmas Social, January 18<sup>th</sup>, 2025 Garage Sale. There will be a November social event, but no date has been set yet. Also, if you would like to put up decorations in the Clubhouse for a holiday other than Christmas you may do so.

**Vehicle Parking Committee** – Jennifer Jonach – No report.

**Property Enhancement Committee** – Jim Moran – No report.

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

**ESA Committee** – Ceil Roy - No report.

**Fining Committee** – Joyce Saunders – No report.

## OLD BUSINESS

None

## NEW BUSINESS

Jennifer Jonach moved that the Board of Directors pass an immediate one-time special assessment to cover the insurance over budget in 2024 of \$25,680 which comes to \$104 per unit. John Skoglund seconded it. All were in favor. **Motion passed.**

John Skoglund moved that the Board of Directors pass an immediate one-time special assessment to cover legal expenses of \$20,600 which comes to \$83 per unit. Ceil Roy seconded it. All were in favor. **Motion passed.**

Both assessments will be collected by the end of this year.

Roger will be looking into possibly hiring a part time maintenance employee for 2025.

We are considering creating a Vendor Selection Committee and looking for someone to head it.

Becky provided a detailed report in response to the petition, signed by 60 residents, that was addressed to the office. See attached.

**The next Board of Directors meeting will be October 29, 2024 at 1:00 p.m.**

## ADJOURNMENT

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

The meeting was adjourned at 3:12 p.m.

Respectfully submitted by,



James Moran  
Secretary

Tequesta Garden Condominium Association  
Treasurers Report  
Aug-24

**Budget Performance**

	August			Year to Date		
	Actual	Budget	Over/Under	Actual	Budget	Over/Under
Revenue	113306	112241	1065 *	924048	898040	26008
Expenses	110407	112241	-1834	924508	898040	26468
** interest income from CD						
Gain/Loss (positive is good)			2899			-460

**Cash Balances**

Operating	July	Reserve	
Checking *	17663	Checking	120371
Money Market	138997	Money Market	330554
		CDs	666691
Due to Reserves	-57667	Due from Operating	57667
Net Operating Cash	<u>98993</u>	Net Reserve Cash	<u>1175283</u>

\* Notes:

Due to Social Committee	-2595
Due to Comcast	-17007

Largest Operating Expenses:

Water and Sewer	14843
Insurance	38446
Cable TV	12975

Potential Over Budget concerns:

- Insurance	Underbudgeted- will have a 25,860 shortfall
Legal	23,119 over budget year to date



AGENDA ITEM PETITION

In accordance with FS 718.112 (2) (c) (Page 19 of online Version) the undersigned request the following items be on the agenda of the next scheduled Board of Directors Meeting or Special Meeting at which the item will be addressed. Under either alternative, the item must be considered by the board of administration within sixty (60) days of the receipt of this petition.

A complete Treasurer's Report detailing dollar amounts by category of all Legal Expenses from January 1, 2022 thru March 31, 2024. This must include Notice of Violation Letters (include the specific violation, dates and number of letters sent for each), Truck Amendment including document preparation, Truck Committee, Vehicle Parking Committee, and Litigation Committee calls and all Correspondence concerning Truck Amendment(s), Smoking Rules Amendment, all Rule and Regulation updates by topic for August 30, 2022, October 4, 2022, February 28, 2023, April 25, 2023. Topics and dollar amounts are not Attorney Client Privileged and must be provided.

PRINT NAME:	SIGNATURE:	STREET ADDRESS AND APT #
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LEGAL EXPENSES FOR PETITION  
 JAN 2022- MARCH 31 2024

TOPIC	2022	2023	2024
Violation Letters	990	1575	595 See below for specifics
Truck Amendment	70	805	105
Truck Committee		385	315
Vehicle Parking		560	1120
Litigation Committee	NA	NA	1610
Smoking Rules			
Rules & Regs		210	805

Violation Type 2022	Date	# of Letters
Guest Issues	6-Jan	1
Dog	25-Feb	1
<b>Violation Type 2023</b>		
Tenant Nuisance	10/26 & 31	1
Property Damage	30-Nov	1
Ceist & Desist	13-Feb	1
<b>Violation Type 2024</b>		
Property Damage	1-Dec	1

LEGAL EXPENSES  
2021-APRIL 2024

<b>TOPIC</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Audit	845			
Contracts				280
Demand Letter				19215
Document Amendment	1170	1560	3395	1575
Electric Vehicles	2490			
ESA's	4020	8940	630	35
Fining		120		2275
Kayaks	60		770	70
Lease Addendum		750		
Litigation Committee				1610
Owner Issues		0	2870	70
Procedural	240	600	490	
Rules & Regulations			210	805
Resolution			595	
Sales			105	105
Smoking Rules				
Tenant		60	350	
Vehicle Amendment	1110	90	805	105
Vehicle Committee			385	315
Vehicle Parking			560	1120
Violation Letters		990	1575	595
Hourly Fee		285		
Retainer Fee	200	200	250	250
Misc expenses	97	717	224	275
	<b>10232</b>	<b>14312</b>	<b>12164</b>	<b>28700</b>