

Minutes of Board of Directors, June 23, 2005 [Approved: _____, 2005]

President Colleen Scalzo called the meeting to order at 7:03 p.m. at the Bristol Offices. Directors present: C. Scalzo, C. Godfrey, L. Coffey, and R. Thomas. and P. René. Carolynne Casale LCAM, represented Bristol Management Services.

Minutes of May 26, 2005 board of directors meeting approved as read, 5/0. Motion by C Godfrey, second by C Scalzo.

ACC REPORT: Joann Callahan reported an awning was approved, but the Town of Jupiter required specs before the town would give a permit. Another roof replacement request was approved.

FINANCIAL REPORT: C. Godfrey reported receivables looked good. The manager needs to monitor the third month of the quarter as the cash availability is typically tight at that time.

SECRETARY REPORT: There was no correspondence to the Board.

MANAGEMENT REPORT: The manager's full report is attached to the minutes. Peter Rene suggested that an inventory of drawing and other critical documents is needed as to what is available at Bristol Management. Peter Rene' also inquired concerning the availability of a landscaping plan of the corner of Maplewood Drive and Pinetree Trail which was previously executed by Troy Holloway. Carolynne Casale will report on these at a future meeting.

OLD BUSINESS: Approved 5/0 quotation in amount of \$1,350 by Gentile, Holloway, et al, for preparation of a **biddable plant replacement plan** for the common areas from Maplewood Drive along Pinetree Trail to Phase III. Motion-C Godfrey; second-R. Thomas.

Approved 4/1 expenditure of not to exceed \$8,000.00 to **trim and/or remove trees** including stump grinding, hauling and disposal per list submitted by Property Manager. This is significantly less than quotation submitted and is conditioned on Property Manager negotiation within the \$8,000 limit. Stumps to be ground at least 4" below grade and all trimmings and trash to be hauled and disposed by contractor. Motion-C Godfrey; Second-R Thomas; Opposed-L Coffey.

C Godfrey reported the status of the **proposed pump station** and distributed a memo and spread sheet along with bids received to date. The proposed pump station is presently expected to cost approximately \$85K, and will take 6-8 weeks after commitment to deliver the equipment. FPL quotation on supplying power to the proposed location is on the critical path since it will require approx 6 weeks for FPL to engineer the installation and another 4-6 weeks to complete the power installation. **Board approved (5/0)** an **advance payment** of not to exceed \$5,000 (from reserves) to FPL as a deposit for the engineering of the power system. Motion-C Godfrey; Second-P Rene'.

NEW BUSINESS: Landscaping Committee parameters are pending further review and discussion with the Landscape Committee. Old landscape standards document was distributed to the board and to the landscape committee for review and determination of applicability. Dog "poop bag" stations were discussed and it was decided not to pursue these at this time.

The board plans to review the Application for Sale/Lease process at the July 28 meeting, including the amount of the fee applicable to this process.

ADJOURNMENT: Motion to suspend the meeting to Tuesday, 6/28, at which time we will make a field trip to view and hear a typical pumping station and determine our future course of action on this subject.

Respectfully Submitted,

Lisa Coffey, Secretary-Board of Directors