

**POLO PARK HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS EMERGENCY MEETING –  
BOULEVARD CLUBHOUSE  
September 21, 2017**

Meeting was called to order at 3:00 PM by President Peter Sampiere. The following board members were present: Dawn Bissell, Dot Dorrington, Marletta Frantal, Patti Kares, and Drew Poteracki. Ethel Wise was in attendance for financial discussion.

**OPENING OF MEETING:** Pete opened the meeting by stating we have a lot of work to be done. Because of the emergency situation created by Hurricane Irma, our Articles of Incorporation and the Florida Statutes allow the Board to hold private (not open) meetings and make necessary expenditures ( including expenditures from the Reserves) to protect the common areas. This meeting will be an informational update on park restoration.

**BUILDING AND GROUNDS UPDATE:** Pete and Dot pointed out that many calls were made to many companies for the restoration of our Clubhouse and repair of other damaged property and in most cases only one company has responded. Dot stated that there are two steps to repairing the Clubhouse: restoration and refinishing. The Board approved the hiring of Service Master to restore the building: carpeting, cabinets, and drywall has been removed and the building and usable furnishings have been cleaned and disinfected. A storage bin was rented to store additional furnishings as the bin at the compound was full. Dumpsters were rented for use by the restoration company. The restoration should be completed in 3 to 4 days and then the refinishing process will start. Dot is getting estimates for drywall, flooring, and cabinets. The flooring will be replaced throughout except the chair and table storage area and the restrooms will not need to be replaced.

Dawn stated that we need to salvage as much as possible moneywise as this probably will not be covered by insurance. Pete stated that he had finally heard from the insurance company and that an adjuster is supposed to be here in 3 to 5 days. There is a possibility that some of the water damage may have been caused by roof leaks, and our insurance then might cover some of the damage. Pete will try to get a roofing company to look at the roof.

Marletta asked if this was a new insurance company. Pete stated that it was not; Shirley Hosner and he met with this company when he was previously on the Board. The policy was reviewed and was actually better coverage than the previous company. However, there is no flood insurance. Dawn stated that there is a 5% hurricane deductible for those items that should be covered, such as the fence at the Boulevard pool.

Dot stated that the next step after drywall and painting would be flooring. Dawn suggested and the Board agreed that the Pro-Shop should be the first priority so that the golf course would be able to generate funds. The Board agreed that the floor in the Pro-Shop will be not be replaced with carpeting.

Dot said that PPIPS presented a bid for residential flooring with a 4-year guarantee. Dot presented samples of commercial flooring. The dance flooring would be a waterproof, floating, lifetime guarantee. Dot presented a sample of non-skid, slip resistant porcelain tile that is also a lifetime guarantee. Dot found kitchen cabinets and countertops at Lowe's that would coordinate with the tile and they are at a discontinued, very reasonable price (less than \$2000.00 for the entire kitchen). Dawn questioned the maintenance of the flooring and it would not require any more maintenance than carpet. It was also stated that the tile would not be slippery even if wet. The tile would be throughout the Clubhouse except the restrooms. Patti brought up an issue: can the Board change the flooring and kitchen without approval of all the homeowners as this would be considered a material alteration to the common area or do we have to restore the clubhouse as it was; that is, replace with carpet, restore kitchen with white cabinets. Dot stated that she had addressed this with our attorney and it does not require approval by all homeowners because of the emergency situation. Pete stated that the attorney said we could make decisions. Patti questioned Dawn if, when she talked to the attorney for the verification that the Board, because of the emergency situation, could meet in private to make necessary decisions included material alterations to common areas. Dot said that we cannot wait until January for homeowner approval. Marletta also stated that because this is a catastrophe we do not need the approval of the homeowners. Pete stated that he and Dot both talked to the attorney and the Board can make this decision. Dawn stated that she did not discuss this issue with our attorney but that Dot has said that she did. Patti asked that we have this in writing from our attorney or if she could call Marlene. This was decided against as it would be more attorney expense. Dot stated that what we are trying to do is flooring that will last more than 4 years so that we do not need to keep replacing flooring. Patti stated that she does not have a problem with the tile just that this is done in accordance with our documents and the Florida statutes. Pete stated that he would call the attorney to satisfy Patti and that from now on phone calls to the attorney would be limited to the President, the Vice-President and the Treasurer.

Ethel asked about the money angle and the cost of this flooring. Dot said that financially it would be better to do the tile then to keep replacing the carpet. Dot said the PPIPS proposed residential carpet would be \$7500 and would have to be replaced in 4 years; she does not have a finalized bid but thinks that the entire flooring would cost between \$12,000 and \$16,000. Ethel suggested that we wait until the insurance company comes and lets us know what they may pay. Pete said that if the insurance company does not pay anything, then we still have to come up with the money. Marletta said either way this has to be fixed whether it requires a special assessment or whatever.

Marletta asked about making the dance floor larger and it was decided that if carpet were installed, it would be better to enlarge the dance floor to accommodate dinners (i.e., stained carpet from spilling food at serving tables). Drew suggested that this would not be necessary as this would be tile floor. The Board decided the dance floor would not be enlarged. Drew asked about Activity funds towards the expenditures. Dawn addressed this under financial.

Dot said we need to vote on the cabinets as they are discontinued and need to purchase them as soon as possible. Patti asked if the kitchen will be the same layout. Dot stated that the metal table will be replaced with an island with storage and the metal table will go beside the freezer for storage of electrical appliances that were lost because they were sitting on the floor. Patti said that she knew the bottom cabinets were removed; she asked if we will replace the top cabinets as well. Dot said they would be replaced. The Board agreed.

**Motion:** Patti made a motion that we purchase and install the flooring as presented: using waterproof, lifetime- guarantee laminate for the dance floor and the slip- resistant, lifetime- guarantee porcelain tile where needed for the remainder of the Clubhouse and purchase the cabinets (as presented) from Lowe's. Motion was seconded by Marletta. Motion passed unanimously.

**TREASURER'S REPORT:** Dawn stated that she has \$20,000 left to fund the golf course. With our current balance and projected expenditures, we have limited funds to pay the basic golf course bills. Drew mentioned that there are many golf memberships due. Patti suggested that they could be paid at the office until the Pro-shop is available.

Dawn addressed several activities that could donate to the refinishing. No activity fund would be totally wiped out. She will talk to the Activity Directors. Pete mentioned that PPIPS had wanted to purchase carpet before this. Some requests for approval of specific activity expenditures may be denied to donate to the repair. Ethel suggested that some of the reserve money from those items not expected to be spent can be moved to the items that are in need of repair/replacement. Dawn suggested that money could be taken from the bridge, pick-up, Boulevard kitchen, equipment room and other reserves. Ethel explained that the reserves are in a money market account and only 3 checks a month can be written because it is an interest bearing account and we can work around that.

Dawn suggested that after more bids are gotten; the insurance adjuster has been out; the insurance company has determined what they will cover; and expenditure of activity funds can be approved, that the Board meet again to review our financial situation.

**GOLF COURSE REPORT:** Drew said the golf course will be open tomorrow for Friday Couples golf and for Saturday Men's golf. As far as outside play, it will be almost impossible. Marletta suggested that if someone walks up and has cash to let them play. We have 2 golf carts that will not work right now. One may just need a new charger. The golf carts were washed today. We have one cart that needs to be replaced. Dawn stated there was money in the reserves to replace the golf cart.

Drew reported that 592 "person" hours were used to remove the debris from the golf course. Ken Dobosz and Roger Martin donated \$500.00 for new chain saws. Drew thanked all the volunteers for all the work.

**SECRETARY/ACTIVITY REPORT:** Patti stated that she had finally gotten through to FEMA and we do not qualify for FEMA assistance (individuals and individual business owners only). She was referred to the Small Business Association. We could possibly qualify for a low interest loan for the difference between our actual costs and what insurance covered. Pete will look into this if we should need to do this.

Patti has received several calls to move planned activities at the Challenger Clubhouse to the Boulevard Clubhouse. Some activities have been able to switch. Because the library was temporarily moved to accommodate the office, some room has been lost. If you are thinking about the Boulevard Clubhouse for your activity, please check to see if the room will accommodate your activity. Do not make requests to reserve the Clubhouse on Next Door Polo Park or Facebook. Please call Patti or Dot to discuss.

At this time, the Polo Park Press will be published in November. At this time, the Board is hoping the Clubhouse will be ready by Thanksgiving.

**OTHER ISSUES:**

- Dawn reminds everyone that the October Homeowner assessment should be paid at the office in the Boulevard Clubhouse. Office hours are the same. We are working on moving the drop box for payments to the office.
- Dawn brought up the issues of replacing our Director. This was tabled at this time.
- Budget Meetings will be held at the Boulevard Clubhouse. The first budget meeting on October 19<sup>th</sup> will be at 1:30 pm and is open to all homeowners.
- The Challenger Pool is open. The Boulevard Pool fence should be up and the pool should be open by Tuesday, September 26<sup>th</sup>.
- The Board approved the hiring of John Crummey as the maintenance person to replace Fred Massaro. Fred decided to “retire”! Thanks for all your years of work, Fred.

Meeting was adjourned at 5:30 pm.

Respectfully submitted,

Patricia Kares, Secretary