

**MINUTES – BOARD OF DIRECTORS
YACHT HARBOR MANOR PROPERTY OWNERS ASSOCIATION, INC.
MONTHLY MEETING
July 24, 2019**

MEMBERS PRESENT:

Fred Jolowski – President
Marianne Wiegand – Secretary
Fred Dioguardi – Director
Jim Moogan – Director

Nat Nason – Vice President (not present)
Joe Chowanec – Treasurer (not present)

CALL TO ORDER

Fred Jolowski, President, called the meeting to order at 6:35 p.m.

PROOF OF MEETING NOTICE

Meeting notice signs were posted at both entrances to YHM on Saturday July 20 prior to meeting indicating location and time.

APPROVAL OF MINUTES FROM JUNE 26, 2019

Minutes from June 26, 2019 were reviewed. Jim Moogan moved to approve, seconded by Fred Dioguardi, minutes were unanimously approved.

SECURITY CAMERAS

The new security cameras were installed on July 8, 2019, and are up and running. Soon after installation in July three individuals were trained on how to retrieve information relative to a reported incident. There will be a monthly service on the cameras of \$60.00. Marianne will call YSC to ask that a maintenance log be kept on the inside door of the camera housing to include the date of service, commentary on what is done and the name of the individual performing the service. The total cost of the new cameras is \$5,803 which includes a credit for 2 modems that were returned to YSC.

UPLIGHTS IN MIDDLE ISLANDS

There are 2 up-lights that need replacement. Those that we have are no longer being manufactured which was also verified by the company that replaced them originally; these are integrated lights so it isn't a matter of simply replacing a bulb; we were advised by both sources to go with similar lights that are more readily available. YSC provided a quote of \$816.97 which includes 2 new lights, installation and prior electric work performed on outlets & wire cleanup in the east island performed on 7/12/19. Jim Moogan suggested that since the new lights may be somewhat different than the others, both new lights should be installed in the same island for consistency. In the event of additional cost to do this, Jim moved to approve this invoice with the stipulation that the cost not exceed \$900. Fred D. seconded this motion, unanimously approved. The new lights have a 5-year warranty.

NEW UPGRADED STREET SIGNS

As of today the City provided this Board with the Agreement for our upgraded street signs. The City will provide \$12,870 toward the signs stipulated in the road construction contract and our POA will pay the difference for the upgrade. The POA will secure the new signs which will include installation. This Agreement will be brought before the Riviera Beach City Council for review/approval at their regular meeting on August 7, 2019. Jim Moogan moved to authorize Fred Jolowski, Pres, to sign the Agreement, Fred Diguardi seconded, unanimously approved. Reminder: Prior to fabrication of the signs, we must sign off on templates, color, etc.

RENTAL PROPERTIES

It was suggested by a homeowner that the Board establish a protocol for addressing issues with renters, perhaps considering notification to homeowner when needed. This will be discussed at a future meeting.

NEWSLETTER

Marianne will do a draft of a July/August Newsletter for all to review.

DIRECTORS' REPORTS

In Josef's absence (Treasurer), Kristy Higgins, our bookkeeper, gave the following report:

Checking	\$23,089.96
Reserve	<u>11,707.50</u>
Total	\$34,797.46
Receivables	5,605.00

Personal phone calls were made to collect past due annual assessments; \$550 was paid in the past 30 days (assessments & rental fees). Discussion ensued relative to continued efforts to collect this money, including letters to accompany past-due statements and initiation of liens. Kristy will print out statements and provide to Board for mailing. Our Tax return (1120-H) was filed on 7/1/19; no taxes owed.

Jim Moogan will pursue survey of our beach access and other requirements needed to have a rope and poll demarcation installed from the concrete walkway through the dune. This is a joint venture between YHM and Palm Beach Isles POA.

ADJOURNMENT

Having no further business, the meeting was adjourned around 7:50 p.m.

Respectfully submitted,

Marianne Wiegand, Secretary YHMPOA

July 26, 2019