ROYAL MANSION CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
January 13, 2024 Via Zoom and in the Clubhouse

Call to Order

The Board Meeting was called to order at 10:00 am by President Jeff Denton.

Proof of Notice and Quorum

Ms. Rumely advised the meeting agenda was emailed to all owners at least 48 hrs. in advance. A quorum of the Board was established with the presence of Kevin DeMayo, Jeff Denton (on Zoom), Shawn Parker (on Zoom), and RJ Sicre.

Minutes

A motion to approve the minutes of the December board meeting as presented was made (Sicre/DeMayo) and carried unanimously.

Financials

Mr. Denton summarized the financial condition of the community and advised the expenses are at budget except for insurance premiums. He advised he does expect to end the year with a surplus. Ms. Rumely advised that owners were sent a blast email (at no charge to the condominium) reminding them to update their assessment amounts if they use the web portal to make their payments.

Manager Report

Ms. Rumely summarized her report and responded to questions from the Board. She reviewed the Accounts Receivable and received directions on the waiver request from the owner of 3109.

OLD BUSINESS

Gate Surveillance Cameras/Lighting

Mr. DeMayo is working with the City to get the placement of the camera pole in the easement approved as it is likely a variance will be needed. The Board recognizes this is a tough location to install license plate cameras.

Review of SIRS/RS Bids

Ms. Rumely provided the first three bids for this special study mandated by SB4-D. At least two more bids are expected. She asked the Board to review them in preparation for a future evaluation of the merits of each proposal. She suggested that she will provide a brief summary and the Board identify their top two proposals for interviews with the vendors. She mentioned an upcoming webinar on the SIRS and urged all board members to register and participate.

Water Intrusion Inspection

Ms. Rumely advised that True Inspection group would be on site on 1/15 beginning about 8:30am. She will notify all owners who have reported water intrusion from sliders and windows.

APPROVED

Newsletter Update

Ms. Rumely was asked to provide Mr. DeMayo with the form and date for the first quarterly penthouse balcony maintenance inspection. He plans to add information on pest control responsibilities of owners and any other item the Board members wish to contribute.

NEW BUSINESS

Capital Contribution

Ms. Rumely provided a summary of how a capital contribution, also called a "commencement assessment", "transfer assessment" or a "working capital contribution." She was asked to put together a summary of how this works in other communities that HMI manages. A motion to table a decision on a capital contribution was made (Ramiro/DeMayo) and carried unanimously.

Open Forum

An owner suggested the board and members have a discussion on more access to the clubhouse, addition of fitness equipment and other amenity improvements. The Board asked to have this topic added to the next meeting agenda.

Kay Jackson, a city commissioner, reported that the commission is looking at the restriction of rentals at Royal Mansion due to the requirement of a weekly rental of seven days. She would like to see the commission vote to "level the playing field" for Royal Mansion. She also reported that PROCHAMPS is defunct, however the commission is going to put a new system in place to enforce the current weekly restriction.

The Board advised that they would like to document maintenance standards for guests including reduction of sand in the hallways and reduction of damage to the stair coating from poor luggage handling.

The subject of mailboxes led Mr. Parker to report that the City has approved mail delivery for Royal Mansion however that information has not been documented. The open issue of how many mailboxes to get still remains as well as the need to hold a material alteration membership vote.

Next Meeting – February 10th at 10am in the Clubhouse

Adjournment – a motion to adjourn at 11:30am was made (Sicre/DeMayo) and carried unanimously.

Minutes Taken By: Carol Rumely, LCAM, Community Association Manager

APPROVED