ROYAL MANSION CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
May 11, 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, Chris Herndon, Shawn Parker, RJ Sicre (on Zoom).

Minutes

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

Financials

Mr. Denton summarized the financial condition of the community and advised the expenses are over budget. Due to the insurance downpayment and palm pruning, the month finished in the red on a cash basis.

Manager Report

Ms. Rumely summarized her report and advised the Accounts Receivable is under control.

OLD BUSINESS

Gate Surveillance Cameras/Lighting

Mr. Denton advised the City will not grant a variance to allow a pole to be installed in the easement. There are funds in the 2023 Special Assessment set aside for that purpose, so the Board is recommending the Members be asked to approve reallocation of those funds to the Reserves. A motion to ask the Members for approval to move the allocation for a gate surveillance camera to the Reserves was made (DeMayo/Sicre) and carried unanimously.

SIRS/RS/IA

Mr. Denton advised that he has sought the opinion of the association's CPA on when to have the SIRS done although he has heard on several webinars it must be done by 12/31/24 and SIRS funds should included in the 2025 budget. Expert Inspections is prepared to move forward in June pending receipt of the CPA's opinion on timing.

Penthouse Balcony Inspections/Management of the Floor Coatings

Ms. Rumely advised the results will be emailed out next week to owners. Mr. Denton advised that he has visited one unit where the waterproof coating has failed and there were one or two other units noted during the inspections. Mr. DeMayo was asked to check with the Space Coast Condo Association for a recommended vendor for waterproofing floor coatings since the RL James warranty may be expired.

APPROVED

Community Mailboxes

Mr. Denton advised with the change in responsible parties at the post office, he is not getting a call back from the latest person who can answer his questions on the form they need to have executed. Mr. Parker advised he will review the two possible locations and put together a cost proposal for remodeling these rooms. Next step after that will be to seek a proxy vote from the membership for this material alteration.

Leak Repair Options

Mr. Denton advised he and Mr. DeMayo have met with a local roofer as well as researching the issues with filing a warranty claim on the GACO roof coating. There has not been any rain so if that vendor were to do an inspection now, they would not find any evidence of water intrusion and likely deny any claim.

Landscaping Project

Mr. DeMayo extended his thanks to Johanne Richard for her consultation on plants for the community. He reported that US Lawns has submitted several proposals which are being reviewed for approval and installation.

NEW BUSINESS

Spectrum Issues

Ms. Rumely was provided a list of units in all three buildings, approximately one-third of the community, where Spectrum advised the Wireless Access Points (WAPs) need to be serviced. This work could take up to 45 minutes in each of the units and is scheduled to start May 28th. Ms. Rumely will be contacting all of the affected owners and property managers to gain access to the units that week. In addition, there are other Spectrum issues including how the community's contract is set up which is causing disconnection issues. Owners can call the managed WiFi support number for their individual units. Ms. Rumely was asked to send out an email blast with the Spectrum number so owners can call to find out what their particular connectivity issues are.

MySafeFLCondo.com

Mr. Denton reported that the governor has signed legislation providing some funding to condominiums to prepare for hurricane season. This is to be managed by the Florida Department of Financial Services and he is monitoring the availability of the application so that Royal Mansion may be eligible for some of the available funds. Two types of votes will be needed: one by the Board to get the initial inspection to determine eligibility and a second unanimous vote by the Membership to apply for the funds.

Maintenance of the Unit Doors

A number of unit doors need rust removal and/or paint. The maintenance tech provided a list of doors for the Board's review. Review of the language in the Declaration Section IX, Items A and B, confirms the Unit Owner is responsible for "repair or replacement of windows and screening thereon and fixed and sliding glass doors." The Association's responsibility is defined in this section as "painting and cleaning of all exterior portions of the building, including all exterior doors opening into walkways." The Board agreed that a policy needs to be drafted and approved so the list of doors needing attention can be addressed with the owners.

Open Forum

A property manager for 1110 asked about the patio crack and the Board asked Ms. Rumely to get a quote for this work or determine if sealing up the crack can be done by the maintenance tech.

A question was raised about who is responsible for cleaning the underside of balconies. Mr. Denton and Mr. DeMayo reminded members that another owner had provided detailed instructions at last month's meeting. Dawn dish soap, water and elbow grease appear to be all that is required. It was the Board's opinion that owners are responsible for maintenance of this limited common element assigned to their unit.

Other maintenance issues including the stair railings, the double doors outside of the clubhouse and the hole in the tiled shower wall of the ladies restroom will be assigned to Mark Derman.

The cleaning and painting of the speakers on the pool side of the clubhouse can be done by the maintenance technician.

Ms. Rumely will look into vinyl number replacements for the unit numbers on the buildings.

Mr. Parker extended his thanks to Mr. Denton and Mr. DeMayo who had spent time the last few weekends addressing the boardwalk railings which were full of splinters. Now that the railings have been flipped, the maintenance tech has applied a water sealer to them.

An owner raised concerns about a recent weekend plumbing issue when the patio unit toilets of 2101, 2103 and 2105 were not flushing properly. These owners were advised at the time to contact their own plumber. The Board confirmed the policy is that until a plumber advises the blockage is out in the common area, the plumbing expense is the responsibility of the owner.

Next Meeting – June 8th at 10am in the Clubhouse

Adjournment – a motion to adjourn at 12:35pm was made (Parker/DeMayo) and carried unanimously.

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

APPROVED