

**ROOKERY BAY MAINTENANCE, INC.**  
**BOARD OF DIRECTORS MEETING**  
**Tuesday, July 13<sup>th</sup> at 10:30am via ZOOM**

**APPROVED MINUTES**

**CALL TO ORDER:** The meeting was called to order 10:32am.

**PROOF OF NOTICE:** Notice was provided in accordance with FL ST 718 and the association's documents.

**ESTABLISH A QUORUM:** A quorum was established with the following board members present; Pat Avery, Melody Kolb, Harvey Federman, and Chuck Mann. Chris Dutton had an excused absence.

**APPROVE MINUTES FROM PREVIOUS MEETING: MOTION** made by Melody seconded by Harv to approve the November 13, 2020, board meeting minutes as presented. **MOTION** made by Melody seconded by Harv to approve the March 12, 2021, board meeting minutes as presented. MOTION passed unanimously.

**INSURANCE PRESENTATION** – Art Eversole, Boyd Insurance. Art provided a summary of insurance coverage and update on insurance trends and this year's rates. Roof replacement savings was discussed.

**OFFICER'S REPORTS**

- President's Report: Pat thanked the volunteers for assisted with the storm preparations. Pat provided the websites: [www.pericobclub.com](http://www.pericobclub.com) / [www.myrookerybay.com](http://www.myrookerybay.com)
  - Welcome packets have been updated and will be distributed this fall.
  - The special assessment for roof reserves is due by 9/30/21.
  - The board plans to formalize the committees this fall.
- Treasurer's Report: Melody reported from the June 30, 2021, financial statements. Melody noted that management and landscaping are over budget. Melody reviewed the pending projects and repairs. Melody noted that The Pointe is planning to complete an engineer study in the fall. The Pointe is also planning for roof replacement in 2023 and plan to fund the project via a line of credit. \*Jim Elder requested a copy of Melody's presentation.

**COMMITTEE REPORTS**

- Landscape Committee: Mulching and new plants are pending.
- Maintenance Committee: See new business.
- Pool Committee: Pending city permits for pool resurfacing. Galaxy Pools continues to follow up. The operating pool permits were renewed through 6/30/22.
- Social Committee: will resume activities this fall. Details to follow.
- Manager's Report: Sunstate Summary: Summer Reserve Schedule is underway.

## **UNFINISHED BUSINESS**

- Pending Maintenance / Repairs: See New Business and above reports. Nicole recommended hiring insured vendors. Sunstate has a list of vendor options for the Board.

## **NEW BUSINESS**

- Poly Pebble Resealing: John Heckard has the details. Nicole will work with John. The board unanimously approved this project to be done by Decks Plus as presented. MOTION passed unanimously.
- Asphalt Resealing: An estimate from Anderson Asphalt was received and reviewed. The board unanimously approved this project to be done by Anderson as presented. Rookery and The Pointe will coordinate together. Pat Avery will sign the estimate.
- Step Repair: Jim Gaspari has the details. Nicole will work with Jim. This does include painting.
- Mulch, New Replacement Plantings: The board unanimously approved this project. Linda Gaspari will be notified of this approval.
- Fencing around the Dumpster Area: Nicole will obtain a quote.
- Painting: Exterior painting was mentioned. The board will obtain quotes.
- Roof Update: See Treasurer's Report.
- Line of Credit: Nicole will send Melody Centennial Bank and BBT Bank line of credit information.

**NEXT MEETING DATE:** Friday, November 12<sup>th</sup>, 2021, via ZOOM / PBC Clubhouse.

**ADJOURNMENT:** With no further business to discuss, the meeting adjourned at 12:10pm.