

**ROOKERY BAY MAINTENANCE ASSOCIATION, INC.**  
**BOARD OF DIRECTORS BUDGET MEETING MINUTES**

DATE: **Thursday, November 30, 2023, at 2pm**  
PLACE: PBC Clubhouse or Zoom  
701 Perico Bay Blvd. Bradenton, FL 34209 and via ZOOM

1. CALL MEETING TO ORDER & PROOF OF NOTICE: The meeting was called to order at 2:03pm. Proof of notice was confirmed in accordance with FL ST 718 and the association's governing documents.
2. ROLL CALL & DETERMINATION OF QUORUM: A quorum was established with the following board members present; Harvey Federman, Chris Dutton, and Melody Kolb (via ZOOM).
3. APPROVAL OF PREVIOUS MINUTES 10/30/2023 **MOTION** made by Harvey, seconded by Melody to approve the meeting minutes as presented. MOTION passed unanimously.
4. UNFINISHED BUSINESS / NEW BUSINESS:
  - Maintenance items: Rear deck posts to be replaced. Bruce is the lead on this project.
    - Stairs are being evaluated.
  - Landscaping: Palm tree in front of building O to be removed. Dead tree (between N & O) to be removed. Sunstate will contact Terry's Tree Service for a quote.
  - Pool area update:
    - The pool heater is not working. Sunstate will contact the vendor (Aquacal).
    - The spa temperature to be verified.
    - Pool furniture to be re-strapped. One tabletop to be replaced. Pending scheduling with Florida Patio. ETA 3 months.
    - Harvey suggested allowing John Avery more authority to get pool / spa repairs done.
    - A process will be outlined by the Board. Ann volunteered to serve on a Pool Committee.
    - Harvey suggested updated loungers.
    - AED was discussed. The Board approved this purchase with the additional child / infant pads. The Pointe is responsible for ½ of the expense.
  - Painting update / walk through: Painting the front doors and touch ups are underway. A walk through will be conducted next week, and a final payment processed.
  - Insurance Update: Final renewal numbers are reflected in the approved 2024 budget (\$2,750 quarterly). Additional funds for 2024 will be added to building maintenance and reserve funding. The carrier is Citizens for property insurance and there is no increase in premium from 2023 to 2024. Insurance agent, Jim Cirillo, will be asked to attend the January board meeting.
  - Garages: Adopt a resolution to transfer responsibility to owners vs. association. Pat Avery volunteered to find out what other associations have done to address this.
  - EV Charging: will be added to January agenda.
5. NEXT MEETING DATE: TBD Sunstate will email the Board requesting availability.
6. ADJOURNMENT: With no further business to discuss, the meeting adjourned at 3:10pm.

Submitted by:  
Nicole Banks, CAM  
Sunstate Management  
For the Board of Directors