

KEY WEST GOLF CLUB HOMEOWNER'S ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
74 Golf Club Drive
Key West, Florida 33040
Open Conference Call
VIA Zoom
June 21, 2021
Monday at 6:15 PM

1. CALL TO ORDER

President Joe Caso called the Board of Directors meeting to order at 6:15 p.m.

2. DETERMINATION OF QUORUM

President Joe Caso, Vice President Robin Mitchell, Treasurer Dave Hubbert, Secretary Eric Hart and Director Derrick Rende were present by Video Conference Call. Representing Management were Operations Director Sterling Christian, and Tracey Barrera by Video Conference Call.

Attendee's sign-in sheet of those who attended by Video and/or Conference Call is attached.

3. PROOF OF NOTICE

The Association's Manager Randy Niles provided proof of meeting notice by affidavit.

4. APPROVAL OF MINUTES

Secretary Eric Hart motioned to approve the May 17, 2021 Board of Directors meeting minutes. Vice President Robin Mitchell seconded this motion. This passed unanimously.

5. REPORTS OF OFFICERS

President's Report

Review the state of the Association

- Property looks good. The irrigation is moving along, a few board members and Randy Niles met with the new owners of Blue Island about the irrigation contract and what is to be expected. Board has completed the purchase of the Singh Cable Agreement. The bank has received everything. Final closing on this will take place soon. Once the closing has happened the board will reach out to Comcast.

Treasurer's Report:

Treasurer Dave Hubbert reviewed year to date financials. Operational Director Sterling Christian went over delinquencies year to date for the Association. The report is available to homeowners on request.

The delinquencies and foreclosure actions reported in the monthly collection report.

- 22 SB- Resolved
- 58 GC- Move forward with filing a lien

6. REPORTS OF COMMITTEES

ARC Committee- Met on 6/9/21 – 4 requests were all approved

P&S Committee- No Meeting, Joe Caso- spoke about technical solutions and less guards.

Finance Committee- No Meeting – Joe Caso recommended a special meeting be held soon to discuss and determine maintenance personnel.

L&M Committee- No Meeting but Chairperson Nancy Hubbert gave update:

- Committee did not meet this month. Still continuing to work with Blue Island on the irrigation issues on the property. Plantings will not take place until November 2021 once irrigation is more complete. Sanctuary tree lawn areas will need to be discussed by committee to determine what is best for these areas due to parking issues.

7. UNFINISHED BUSINESS

- None

8. NEW BUSINESS

- **Management Report- Home Inspections** – Dave Hubbert gave report on home inspections. A procedure needs to be in place for home inspections that reach more than 90 days. Dave Hubbert motioned that an attorney letter be sent to an owner who has uncured home inspection violation(s) for more than 60 days from the initial inspection date. Within 21 days following receipt of the attorney letter, owner must provide in writing to the Association, a description of contracted or scheduled work to be done including a completion schedule. The Association will bill the owner for repair of violations left uncured past (7) months from the original inspection date. Unanimously passed by the board.
- **Ratify monthly right of first refusal:** Vice President Robin Mitchell motion to ratify the monthly right of first refusal. Director Derrick Rende seconded. This passed unanimously.
- **Real Estate Report-** Vice President Robin Mitchell provided a real estate update. Please find her attached report.
- **Standard Procedures** – Discussed under Management Report - Home Inspections.

9. MEMBER INPUT

Jim Finn – 19 WD Asked Board about charging stations for vehicles to be installed on property.

10. ADJOURNMENT

Robin Mitchell motioned to adjourn the meeting; Derrick Rende seconded. The meeting was adjourned at 7:04 pm.

Respectfully submitted,

Randy Niles
Community Association Manager