

VALRICO POINTE

MASTER ASSOCIATION, INC.

May 29, 2019 6:30 p.m.
Bloomingtondale Library
1906 Bloomingtondale Ave, Valrico, Florida

Meeting Minutes

1. Call to Order – Certifying of Quorum

The meeting was called to order by Cara Drake, President at 6:34 p.m. Board members Bill Sirine and Robert Infanzon were also present; therefore, a quorum was established. It was confirmed that the meeting notice was posted at least 48 hours in advance. Doug Pinner and Jennifer Conti represented McNeil Management.

- 2. Approval of Meeting Minutes:** March 14th Budget Meeting minutes were not available for review/approval from prior manager, so Board will attempt to locate them for review and approval at upcoming meeting.

3. Reports

Financials: Board members discussed financial reports from previous management company. Board requested a reserve study update.

Reserve Funding: Manager pointed out that the reserve account has not been funded in keeping with the budget over the past 10 months. To date, no funds have been transferred from Operating to Reserves. The board explained that they had intentionally withheld further reserve funding, based on what they believe was an ample reserve balance in keeping with the reserve study. Manager had funded the routine monthly amount in May, based on the budget, but will refrain from further reserve funding until the board instructs otherwise.

Delinquent Accounts: Manager indicated that unit #10853 has been in collections for an extended period. Manager recommended that board instruct attorney to proceed with collection actions as needed and per the statutes. Board requested that attorney refrain from further action and continue monitoring the ongoing mortgage foreclosure until further notice.

4. Business Items

Board Contact Sheet: Manager asked board members and committee members to update their contact information for Manager usage.

Board Certification Forms: Board completed Board Certification forms per FL Statutes.

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Estoppel Resolution: Board discussed and signed the Estoppel Resolution.

On Motion: Duly made by Bill Sirine, second by Robert Infanzon and carried unanimously.

Resolve: To adopt Estoppel Resolution.

Uniform Collection Policy: Board discussed and signed the Uniform Collection Policy.

On Motion: Duly made by Robert Infanzon, second by Bill Sirine and carried unanimously.

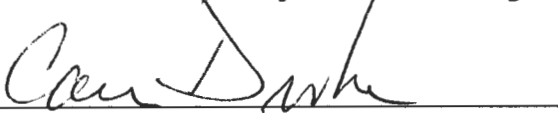
Resolve: To adopt the Uniform Collection Policy.

5. Attorney Representation Agreement: Board discussed and reviewed the Attorney Representation Agreement for Mankin Law Group. Board tabled for further review and will discuss at next meeting.

6. Adjournment

On Motion: Duly made by Robert Infanzon, second by Bill Sirine and carried unanimously.

Resolve: To adjourn the meeting at 7:53 p.m.



Prepared by Manager on behalf of Secretary