

**LAKE PINELOCH VILLAGE CONDOMINIUM ASSOCIATION, INC.**  
**Board of Directors**  
**February 23, 2017**  
**Lake Pineloch Village Management Office at 6:30 PM**  
**1317 Lake Willisara Circle**  
**Orlando, FL 32806**

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**MINUTES**

**1. CALL TO ORDER**

A meeting of the Board of Directors of Lake Pineloch Village was held at 1317 Lake Willisara Circle, Orlando, FL 32806. A quorum was present and this session was called to order by Burch Helm, President, at 6:31 p.m.

**2. ROLL CALL/ESTABLISH QUORUM & VERIFY PROPER NOTIFICATION**

Notice was published on the message board at the entrance of Lake Pineloch Village 48 hours in advance. An agenda was posted in the Management Office.

Board of Directors Present:

Burch Helm	President
David Peck	Vice President
Elizabeth Alonso	Secretary
Sandy O'Hern	Treasurer
Joe Krawczyk	Director
Gloria Lobnitz	Director – via telephone
Susan Storch	Director

**3. MEMBER COMMENT PERIOD**

Members are encouraged to comment on items listed on the agenda. Please state your name and limit your comments to two (2) minutes.

The following items were addressed:

Bill Sawyer – Noted CAMs absence at the committee meetings and has heard more tethered to the office. Suggests the Board look into getting a cellphone for the CAMS use on property so that office calls can be forwarded to when needed on property.

**4. APPROVAL OF MINUTES**

January 26, 2017

UPON motion duly made by Sandy O'Hern and seconded by Joe Krawczyk, the Board unanimously approved the minutes of the January 26, 2017 as submitted.

**5. COMMUNITY MANAGER'S REPORT**

Presented by Katie Bishop, LCAM

- During discussion surrounding requested meeting between Board President of LPVCA as well as One Thousand Oaks Condominium Association, the Board made the following motion pertaining to survey costs:

Upon motion duly made by Dave Peck and seconded by Gloria Lobnitz, the Board unanimously approved given Burch Helm, LPVCA Board President, the authority to commit funds towards

sharing the survey costs incurred by One Thousand Oaks Condominium Association pertaining only to the replacement property line fence.

6. **Treasurer's Report (Action May Be Taken)**  
Presented by Sandra O'Herrn, Board Treasurer.

7. **COMMITTEE REPORTS (Action May Be Taken)**

**A. Budget & Finance Committee**

ACTION ITEMS

1. Painting Schedule Recommendation

- a. Committee Recommendation: After Board consideration of the A&E Committee recommendation of 5 vs 7-years, follow the reserve study or allocate accordingly

2. Mailbox Cluster Replacement

- a. Committee Recommendation: Reserve study calls for event amount of \$15,000 in 2017, Committee recommends continuing to follow the reserve study.

**B. Architecture & Engineering Committee**

ACTION ITEMS

1. Painting Schedule Recommendation

- a. Committee recommends staying with the 5-year life cycle for painting and not extending to 7-years.

2. Mailbox Cluster Replacement Recommendation

- a. Committee Recommendation: The committee has provided 3 proposals to the Board for consideration.  
Subject tabled by the Board pending further A&E Review.

**C. Landscape Committee**

NO ACTION ITEMS

**D. Resident Relations Committee**

ACTION ITEMS

1. St. Patrick's Day Party  
March 11 @ 6 PM

**E. Security Committee**

NO ACTION ITEMS

**F. Non-Owner Residents Committee**

ACTION ITEMS

1. Committee Met 2017.02.20
  - a. Karen Sterner Named Chairperson
  - b. Committee Recommendations:
    - i. Confirm All Known Rental Units Have Valid Lease by April 1<sup>st</sup>
    - ii. Management Requested to Create Master List of Renters with Lease Contract Dates Listed
    - iii. Rental Committee Requests Master List of Residents instead of Owners for Committee Review
    - iv. Committee Additionally Requests Master List of Decals, Barcodes, Pool Cards, and Gatekey listings

**UPON motion duly made by Sandy O'Herrn and seconded by Elizabeth Alonso, a majority of the Board agreed to provide to the Non-Owner Resident Committee all resources needed to prepare**

Board quarterly reports for review. Sandy O'Hern, Elizabeth Alonso, Susan Storch, Dave Peck, Joe Krawczyk, and Burch Helm voted for, with Gloria Lobnitz opposed. Majority vote for the motion, Motion carried.

8. **UNFINISHED BUSINESS (Action May Be Taken)**

A. New Website

1. www.lakepineloch.com  
Community Manager informed Board that Office Admin in addition to the Manager has been trained on the back-end management of the new www.lakepineloch.com website.

9. **NEW BUSINESS (Action May Be Taken)**

A. Flat Roof Replacements

1. Proposals and Mark Up

Discussion among Board regarding the received proposal from Tanenbaum Roofing detailing the per building price for flat roof replacements. CAM advised that proposal will be requested to break buildings into two-year schedule to coincide with Reserve Study. CAM confirmed that previously replaced unit flat roofs have been excluded in the building prices.

B. 2017 Painting

Board discussion surrounding revising the current 5-year paint schedule to a 7-year. Roger McDonald presented his report based on research on the subject matter. Both Roger and Anne Stevenson spoke regarding the A&E Committee's recommendation to stay with a 5-year plan as opposed to moving to a 7-year.

UPON motion duly made by Sandy O'Hern and seconded by Susan Storch, the Board unanimously agreed to change from a 5-year paint schedule to a 7-year painting schedule, with preventative maintenance measures in between.

C. Pest Control Agreement (Ratification)

UPON motion duly made by Susan Storch and seconded by Sandy O'Hern, the Board ratified the decision to accept the 8 % discount offered by Massey Services for renewal of Pest Control Contract and to pay the annual amount in one installment.


10. **MEMBER COMMENT PERIOD**

Members are encouraged to comment on items for future consideration. Please state your name and limit your comments to two (2) minutes.

11. **ADJOURNMENT**

The Board adjourned the meeting at 7:42 p.m.

Acknowledgement of approval by:



Burch Helm, President

3/22/17  
Date



Elizabeth Alonso, Secretary

3/22/17  
Date