

Vanderbilt Yacht & Racquet Club

January 13, 2021

MEETING MINUTES

Call to Order

The meeting was called to order at 10:01AM by Karen Tarapata.

Establish a Quorum

The meeting was duly posted, meeting Agenda was properly posted in the lobby 48 hours prior to meeting, and a Quorum was established with the majority of Board Members in attendance.

- Karen Tarapata, President, Bill Meyer, Vice President, Larry Erb, Treasurer, Shelly DeRoberts, Secretary, John Chippindale, Director, Bob Tewksbury, Director, and Gary Gage, Director attended via Zoom meeting.
- Liz Schoeppe, VYRC Manager attended via Zoom call-in number in first floor party room.

Shelly DeRoberts made a motion to approve the December 16, 2020 meeting minutes, Larry Erb seconded the motion, all were in favor, motion carried.

Discussion Items

Front gate locks – ADA, lighting, etc.

- It was determined that if changes were requested, we may make future accommodations. One immediate addition was decided. Bob will add one solar light on each side of the gate to offer additional lighting. Bob will also add a push sign and a pull sign to further aid ease of use.
- A concern regarding the locked gates on both ends of the beach access walkway was raised. Liz will discuss changing the exit on the beach side with Vanderbilt Landings.

Claims for mold/water damage – whose responsibility?

- Liz should investigate the possibility of going back to owners when damage is caused instead of making an insurance claim each time.
- Liz and John Chippindale discussed how insurance works between parties with VYRC's insurance broker, Doug Shipp. Doug let us know that Florida law states each party is responsible for their own property, who caused the damage does not affect payments or responsibility. Think of it as "no fault" insurance.

Door lock battery replacement – whose responsibility?

- Owners are responsible for replacing their door lock batteries. It is recommended that the battery be changed at least once a year. This information will be included in the home watch communication/checklist. Since we know there is currently an issue, Liz will send a “change your door lock battery” reminder to all owners, just this once.

Unit access notice for AC maintenance – what do bylaws say?

- No specified time is listed in the bylaws. Going forward the goal will be to provide one week of notice before units need to be accessed for AC maintenance. Liz coordinated with United Mechanical and scheduled the next AC maintenance for July 27-30 which means she will send notice to all owners on or before July 20.

Home watch communication/checklists – Do we have a final draft? When should we send it?

- Shelly will send the final document to Liz and Liz will eblast to all owners.

House Rules and Regulations document – needs to be updated and sent to owners. Owners to provide to renters and guests.

- Review of House Rules and Regulations has been moved to the next meeting.

Renters – do we need more formal rules?

- It appears that rental rules per the bylaws have been forgotten. We need to re-communicate the rules for rentals to all owners. If necessary, we will grandfather those rentals that go against the rules but are already in effect.
- Liz was not aware of several rental restrictions. Going forward she will enforce according to the rental rules as stated in the bylaws.
- Each board member needs to review the rental rules and then choose how to change them, if at all. Recommendations should be made to the board.

List of people interested in becoming dock lessees

- Liz should instruct the Dock Committee that they have the responsibility to provide contact information for owners that are interested in obtaining a lease.

Preparation for Annual Meeting on February 27, 2021

- Agenda for the Annual Meeting will come from attorney. Edits can be made if necessary.

Major priorities for 2021 projects

- Harden building (shutters and impact glass)
- Hire reserve study company
- Elevator modernization
- Storefront window replacement

- Increase owner engagement/communication with the Board
 - Liz will email owners the Agenda and Zoom link one week before each future board meeting. If an owner requests a copy of Meeting Minutes, Liz will provide the most recently approved version.

Updates

- Building entrance sign
 - Still waiting. Permit was resubmitted. Bob will follow up.
- Tennis courts – paint repair status
 - Liz will follow up with Sport Surfaces and warn that we need a hard date for fixes to begin or else we will need to take this to another level.
- Bylaw amendment project – status of hurricane shutters/impact glass installations
 - There are five units that are not currently in compliance and are not under contract yet. Liz will follow up with each one of the five.
- Elevator modernization – finalizing Oracle Elevators contract
 - Deposit will be sent soon to get parts ordered.

Formal Approval

- Moore & Company to complete VYRC's 2020 Audit.
 - Larry Erb made a motion to approve Moore & Company for VYRC's 2020 Audit, Shelly DeRoberts seconded the motion, all were in favor, motion carried.
- FORGE Engineering for VYRC's storefront windows project
 - Bill Meyer made a motion to approve FORGE Engineering costs for the storefront windows, Gary Gage seconded the motion, all were in favor, motion carried.

Other Business

- Liz will follow up with two owners that still have not paid the Q1 maintenance fees.

VYRC Financials = \$1,632,478

Operating: \$250,663
 Reserves: \$407,400
 Wells Fargo: \$974,415

Adjournment

Next Board Meeting established for February 10 at 10AM. This meeting was adjourned at 12:07PM by Bill Meyer and Gary Gage seconded the motion, all were in favor, meeting adjourned.