

# Vanderbilt Yacht & Racquet Club

## APPROVED MEETING MINUTES

### March 10, 2021

#### **Call to Order**

The meeting was called to order at 10:00AM 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.

- Board positions were determined immediately after calling the meeting to order. Larry Erb recommended Gary Gage for the open secretary position. Gary Gage accepted. Adam Hill made a motion to ratify the new positions, Gary Gage seconded the motion, all were in favor, motion carried.
- VYRC Board of Directors and Positions for 2021
  - Karen Tarapata, President
  - Bill Meyer, Vice President
  - Larry Erb, Treasurer
  - Gary Gage, Secretary
  - John Chippindale, Director
  - Jim Cunningham, Director
  - Adam Hill, Director
- Entire Board of Directors attended via Zoom Meeting.
- Owners: Dot Hornsby #503 and Andreas/Kim Neumann attended via Zoom Meeting; Liz Schoeppe, VYRC Manager, attended via Zoom Meeting.

Larry Erb made a motion to approve the February 10, 2021 meeting minutes with Bill's minor edits incorporated, Bill Meyer seconded the motion, all were in favor, motion carried.

## **Discussion Items**

- Home watch communication/checklists
  - Gary will create an email to owners and route to the Board for review. Once approved, Liz will eblast to owners.
  - Gary recommended that VYRC create a website to store documents like the checklist so owners would have one place where they can find anything specific to VYRC (rental applications, project applications, etc.). He will work with Andreas/Kim Neumann to create a VYRC website.
  
- House Rules and Regulations document
  - Karen will re-organize, simplify, and send to Board for final review. Gary will create an email to owners and route to the Board for review.
  - Once approved, Liz will eblast to owners with recommendation that this document be provided to all renters.
  - This document will be added to VYRC's website once ready.
  
- Humidity in units and/or VYRC's common areas research/update
  - Jim Cunningham will head up research, investigation, and recommendations; humidity issues breakdown into two topics: 1. Exhaust System and 2. Air Conditioner Issues
  - Exhaust System: Jim does not believe VYRC needs a constant-running kitchen exhaust. He recommends we seal this.
  - Liz will try to get Larry, main contact from Duct Detectives to attend a board meeting to discuss Vent Project details.
  - Air Conditioner Issues: Jim believes a lot of owners have AC units that are too big for their condo size. Prior to replacing an AC, each owner should request their AC vendor perform a load calculation to ensure their AC is correctly sized.
  - Air conditioners in Florida should always have the fan set to AUTO.
  - Jim will investigate updating the common area thermostats to something like the Ness product where you can monitor conditions even when not at the building. He will provide his findings to the Board.
  
- Add power to the parking structure
  - This is one piece of a much larger project: Updating VYRC's lights throughout the property. We need to get power in the parking structure so we can use a vacuum at the car wash. We need electric in the parking structure for other electric needs (possibly electric cars, chargers, etc.). We need to replace all the globe lights. Adam is the lead on this project. Liz will set up meetings with electricians to come to VYRC and discuss projects.

## **Updates**

- Building entrance sign (Bob)
  - Working through placement issues with the county and the sign company.
- Tennis courts – paint repair status (Liz)
  - Sport Surfaces came out March 7 and looked at damage. Liz was informed the issues could be fixed in two days (one day to cure and one day to dry). Liz is waiting for Sport Surfaces to confirm a date for work to begin.
- Bylaw amendment project – status of hurricane shutters/impact glass installations (Liz)
  - Liz requested that attorney send letters to those not already in compliance and/or not under contract. They were sent via certified mail.
- Elevator modernization – Deposit payment sent 2-1-21 (Larry)
  - Oracle is waiting for parts to arrive.

## **VYRC Financials = \$1,323,855**

Operating: \$20,515

Reserves: \$328,909

Wells Fargo: \$974,431

NOTE: VYRC's 2020 audit to begin at the end of March.

## **Formal Approval**

- Estimate: Gulf Coast Builders/Storefront Window Project
  - Larry to make a motion at the next board meeting to approve this project with Gulf Coast Builders up to \$95,000. Liz to forward the estimate to the Board for review.

## **Other Business**

- Larry discussed how Shelly DeRoberts lost her power and had to replace her master breaker in the electric room. Raises the question of should we be proactive and replace master breakers for the rest of the building to avoid "surprises." Liz determined this will be another piece of the much larger lighting project and get quotes from the same vendors that quote on those projects. Board voted unanimously that Shelly be reimbursed for the cost to replace the master breaker. Liz will forward for payment.
- Liz will make sure she has proof of insurance for each unit for this year. Updates should be sent to Liz by owners every year. Reminder emails will be sent to those owners that have not sent an update.

## **Adjournment**

Next Board Meeting established for April 14 at 10AM. This meeting was adjourned at 11:40AM by John Chippindale and Gary Gage seconded the motion, all were in favor, meeting adjourned.