

# Vanderbilt Yacht & Racquet Club

## Meeting Minutes

### November 10, 2021

#### Call to Order

The meeting was called to order at 10:03AM 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, John Chippindale, Director, and Jim Cunningham, Director attended via Zoom meeting.
- Owners: Dot Hornsby #503 and Mike Sherman #702 attended via Zoom Meeting.
- Liz Schoeppe, VYRC Manager, attended via Zoom Meeting.

Larry Erb made a motion to approve the October 13, 2021, Meeting Minutes, John Chippindale seconded the motion, all were in favor, motion carried.

#### Updates

Humidity in units and/or VYRC's common areas research/update:

- Jim explained Johnson's Air Conditioning work: replaced 12 exhaust fans on VYRC's roof.
- Liz will ask Jesus to number each fan and its designation (bathroom, kitchen, etc.)
- Liz reported that United Mechanical did the planned ductwork in each AC closet at the beginning of November.
- Liz will find out when United Mechanical will coordinate the thermostat replacements on each of the four floors that utilize feeder air conditioners (Floors 2, 5, 8, & 11)
- In one month, Liz will follow up with the owners that had condensation issues to double check that everything is good.
- For the above-mentioned work, United Mechanical's invoice will be \$7,211 and Johnson's Air Conditioning invoice will be \$24,942.
- Larry Erb made a motion to allocate both UM and JAC's invoices to VYRC's Reserves, Bill Meyer seconded the motion, all were in favor, motion carried.

Elevator modernization – interior of cabs:

- The choices for panels and flooring have been made, we are just waiting for materials to arrive.
- Liz is trying to get this completed before Thanksgiving.

New security system and camera installation:

- Hands Free installed all thirteen new cameras.
- Liz was trained on how to use the new system.
- Bill recommended that Liz always check and re-check the time stamp.

### Property Lighting Project:

- The project was approved at a previous Board Meeting and the fixtures have been ordered.
- We are waiting for the fixtures to arrive and be installed.
- The total amount came in under budget.

### Sprint Cell Tower – removal of equipment:

- The crane and crew were on site October 19 and removed everything according to plan.
- Advanced Roofing followed up on October 21 and made the necessary roof repairs, at no cost to VYRC.
- This is now complete.

### T-Mobile Cell Tower – upgrade of current equipment:

- We're waiting for T-Mobile to provide updated specs on the rooftop tower.
- The last study we have is from 2014, which shows the emissions readings at less than 5%.
- We will follow up with T-Mobile to find out if they have a more recent study.

### VYRC's Financials = \$1,267,975

- Operating = \$88,256
- Reserves = \$305,223 (Larry asked CCG to transfer \$50,000 from First Citizens Reserves to First Citizens Operating temporarily. Cash flow was lowered due to the change in due date for insurance premiums. They used to be due in January, but to make budgeting more accurate, we've changed the due date to October.)
- Wells Fargo = \$874,496 (Larry asked CCG to transfer \$100,000 from Wells Fargo Reserves to First Citizens Reserves to cover projects we've done.)

## **Other Business**

### Discuss budget and set adoption meeting date:

- Larry discussed incoming expenses and pointed out the fact that VYRC will perform an Audit for 2021 as the money was already allocated for that expense. However, he raised the possibility of skipping the Audit for 2022. The Board discussed how it made sense in the past for annual audits what with all the projects and issues (Hurricane Irma & Settlement, Lanai Project & Settlement, Vent Project, etc.). The plans for 2022 are much less complex and as such the Board feels an Audit for 2022, and the cost associated with it, is unnecessary.
- John Chippindale made a motion to forego the Audit for 2022 while making sure the Board does what is necessary per the bylaws, Bill Meyer seconded the motion, all were in favor, motion carried.
- Financial Committee = Larry Erb, Bill Meyer, and Jim Cunningham.
- After hearing the Financial Committee's analysis, the Board agreed to the following:
  - Cabana Fees will increase \$50 per quarter.
  - Dock Fees will remain the same as 2021 at \$50 per quarter.
  - Lift Fees will remain the same as 2021 at \$40 per quarter.
  - Due to the merger of Sprint and T-Mobile, VYRC will lose \$36,000 in income for 2022.
  - Due to several mitigating factors, the insurance industry is increasing premiums by 20-30% for 2022. VYRC's premium increase was similar. Insurance is by far the largest of VYRC's maintenance expenses. A discussion to possibly offset some of that expense through raising the deductible from 2% to 3% began. John Chippindale was tasked with finding out more information.

- With the loss of income, the larger than normal increase in insurance premiums, and the fact that almost every expense is increasing in 2022, the Board had no choice but to raise the Quarterly Condo Maintenance Fees. The Financial Committee recommended a 13% increase or \$376 per quarter. A reminder was made that the last time these fees were increased was four years ago.
- The Board discussed how much to allocate to the Reserves for 2022:
  - After hearing the Financial Committee's analysis, the Board decided to recommend partial funding of the Reserves to \$100,000 for 2022.
  - Partial funding of Reserves must be approved by VYRC's owners, and a vote will need to occur.
  - Larry Erb made a motion to approve the 2022 Budget as presented by the Financial Committee, John Chippindale seconded the motion, all were in favor, motion carried.
  - It was determined that the Budget Adoption Meeting will occur along with the next monthly Board Meeting on December 8, 2021 at 10AM EST. Liz will work with Hamilton Mikes on the necessary documents needed, the mailing, and deadlines, for this to be accomplished per regulations.
  - At last year's Budget Adoption Meeting, an owner recommended we include the prior year's dollar amounts on next year's Budget presentation for comparative purposes. Liz will make sure that's included.

#### Changing Banks:

- Capital Care Group is changing their bank from First Citizens Bank to First Foundation Bank. They recommended that VYRC also make the change.
- Larry Erb made a motion to approve the Bank Change, John Chippindale seconded the motion, all were in favor, motion carried.

#### Paddle Board Area:

- Karen and Adam are working on this. Adam will be in town after Thanksgiving and will review at that time.

#### Idea Proposed by Owner:

- One of VYRC's owners spoke to a Board member about VYRC installing a hot tub. The Board felt we should let large projects stabilize for about a year, but still recommended that Liz contact contractors and obtain estimates. Once more information is learned, the topic will be discussed again.

### **Adjournment**

Bill Meyer made the motion to adjourn into an executive session with only the Board Members present at 11:18AM, John Chippindale seconded the motion, all were in favor, executive session began. At 11:30AM, Larry Erb made a motion to adjourn the executive session, Bill Meyer seconded the motion, all were in favor, meeting adjourned.