



**Board of Directors Meeting Minutes
January 21, 2021**

**The Metropolitan at Lake Eola Condominium Association – Clubroom, 7:00 p.m.
A Corporation Not-for-Profit**

Board Members - Present: Bryan Fangman, President / Ellen Muscarella, Director / Cassie Hartman, Director / Barry Watson, Secretary / John Danis, Director
Representatives from First Service Residential, Inc. – Joshua Pack, Assistant Manager

- I. Certify a Quorum:** With **5** of **6** Directors present, a quorum was met.
- II. Call to Order:** Bryan Fangman called the meeting to order at 7:11pm.
- III. Certify meeting notice was posted in accordance with the Florida Statutes:** Bryan Fangman verified that the notice of the meeting was duly posted in accordance to Florida Statutes and the Association Documents.
- IV. Approval of Prior Meeting Minutes:** Bryan Fangman **motioned** to **approve** the December 22, 2020 Board of Directors meeting minutes. Ellen Muscarella **seconded** the motion. **Motion** carried unanimously. **(5-0)**.
- V. Monthly Managers Report:** Joshua Pack provided the Board of Directors the Financial Information for the month of December 2020 & January 2021 and a summary of the delinquency units. Joshua Pack provided the “Top Tasks Completed in the Month of December. In addition, Bryan Fangman **motioned** to **approve** the Preliminary Budget created by Joshua Pack & John Danis, pending the Reserve Study Completion. John Danis **seconded** the **motion**. Motion carried unanimously. **(5-0)**
- VI. Hardship Approvals- Board Approval:** Ellen Muscarella **motioned** to **approve** the hardship permits for units **506, 315, 408, 318, 624 & 622**. Cassie Hartman **seconded** the **motion**. Motion carried unanimously. **(5-0)**
- VII. New Business**
 - a) Budgeted Online & Credit Card Expenses –** Opened a New Bank Account at Iberia Bank, this account will be used for online purchases that require a credit card. (Subscriptions, Website Payments, Etc.)
 - b) Unit 523 & 625 Invoices -** Bryan Fangman **motioned** to approve the Metropolitan to pay Invoices related to Units 523 & 625. Bleed Air from the Lines, Association Responsibility. Ellen Muscarella **seconded** the **motion**. Motion carried Unanimously. **(5-0)**
 - c) Perishable Packages –** Management will inquire about Perishable Amazon Hub Lockers; proposal will be presented to the Board at an upcoming meeting.



- d) **Clubroom Conference Room** – Management/Metropolitan Board have begun working on preliminary plans for the new conference room with a Designer, the Conference Room will be locked next to the Clubroom.
- e) **Chilled Water Isolation/Drain Valves** -Bryan Fangman **motioned to approve** Management to explore options with Underwood A/C to have a fixed contract with the Metropolitan for future repairs, which includes the Isolation & Drain Valves. Barry Watson **seconded the motion. Motion** carried unanimously. **(5-0)**
- f) **Penthouse Purchase** -Exploring options to possibly purchase the PH3D Unit, meeting with owner taking place imminently.
- g) **Eola Hair – Parking Space(s)** – Bryan Fangman **motioned to approve** that B-Nice Bar Owner will rent out 2 Pango Spaces in Front of the Building for \$225.00 per month/per parking space on a 60-day trial basis. (Hours – 9:00am – 9:00pm Daily) Cassie Hartman **seconded the motion. Motion** carried unanimously. **(5-0)**
- h) **Handling Fee – For Monthly Dues** – Bryan Fangman **motioned to approve** a \$6.00 handling fee for all checks received in the Metropolitan Management Office for Association Dues beginning April 1, 2021. Cassie Hartman **seconded the motion. Motion** carried unanimously. **(5-0)**

VIII. Confirm Next Board Meeting Date and Time

February 18, 2021 – Changed to March 4, 2021

IX. Adjournment

Bryan Fangman **motioned** to adjourn the meeting at **9:25 PM.**

Cassie Hartman **seconded** the motion.

These Minutes Approved On: 03/25/2021 By: *Bryan Fangman*
dotloop verified
03/25/21 2:04 AM EDT
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