



## Board of Directors Meeting Minutes

April 8<sup>th</sup>, 2021

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

**Board Members** - Present: Bryan Fangman, President / Alan Rasmussen, Vice President  
Cassie Hartman, Director / Barry Watson, Secretary

**Representatives from First Service Residential, Inc.** – Joshua Pack, LCAM, Diane  
Dunaway, Administrative Assistant

- I. **Certify a Quorum:** With **4** of **6** Directors present, a quorum was met.
- II. **Call to Order:** Bryan Fangman called the meeting to order at 7:01pm.
- 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. Posted in all 5 Elevators & Mail Room: photos taken by Diane Dunaway for timestamp of posting.
- IV. **Approval of Prior Meeting Minutes:** Bryan Fangman **motioned** to **approve** March 4<sup>th</sup>, 2021 Board of Directors meeting minutes pending spell check errors. Alan Rasmussen **seconded** the motion. **Motion** carried unanimously. **(4-0)**.
- V. **Monthly Managers Report:** Joshua Pack provided the Board of Directors the Financial Information for the month of March 2021 and a summary of the delinquency units. Joshua Pack provided the “Top Tasks Completed in the Month of March 2021”.
- VI. **Hardship Approvals- Board Approval:** Barry Watson **motioned** to **approve** the hardship permits for units **204, 510, 427, 604, 422, 525, 624, 615, 612, 520, 621, 217**. Unit **323** was approved under the circumstances that should any issues arise from the tenant then the Metropolitan will assume the Management Duties of the Unit or the Unit Owner will not be eligible to rent out the Unit any longer. Ellen Muscarella **seconded** the **motion**. Motion carried unanimously. **(5-0)**

In addition, Barry Watson **motioned** to **approve** that a Tenant(s) with a Service Animal must attend a Board Meeting with the Owner & Service Animal prior to moving in; will then be subjected to Board Approval. Proper paperwork must be brought to the meeting. Cassie Hartman **seconded** the **motion**. Alan Rasmussen & Ellen Muscarella abstained from voting. Motion carried. **(3-2)**

## VII. Old Business

- a) **Security, Nuisance & Violation:** Bryan Fangman **motioned** to **approve** that we set up cameras inside of all Trash Rooms & Elevator Rooms (9 Total); this will help ensure violations will be caught on camera inside of the trash rooms. In addition, this will help the Management/Maintenance Staff maintain the Elevator Rooms. Barry Watson **seconded** the **motion**, provided that each camera must remain at \$350.00 each. Motion carried unanimously. **(5-0)**



## VIII. New Business

b) **FirstService Residential Contract:** Barry Watson **motioned to approve** that all provisions promised by Ted Fox at the March 4<sup>th</sup>, 2021 Board Meeting be met in the next 2 weeks or risk termination from the Board of Directors. Bryan Fangman **seconded the motion.** Motion carried unanimously. **(5-0)**

c) **Rules & Regulations Discussion – Dogs in Lobby:** Bryan Fangman **motioned to approve** that “Dogs can go through the Lobby”, sunset to sunrise. Ellen Muscarella **seconded the motion** if the following conditions are met:

A “Waiver” must be signed by owner & the Board of Directors; the Board retains the right to revoke the document. Management will begin drafting a “**Waiver Document**” in the upcoming weeks, subject to final Board Approval. Motion carried. **(3-2)**

d) **2021 Budget Update:** Bryan Fangman **motioned to approve** that once the 2021 Budget is completed; pending a 2020 Audit, that Joshua Pack, LCAM will receive a pay increase of \$2.04 (10% Increase) & that Alexander Gonzalez, Maintenance will receive a pay increase of \$1.00 (5% Increase). Barry Watson **seconded the motion.** Motion carried unanimously. **(5-0)**

### **Budget Meeting will be set imminently.**

e) **United Fire – 5 Year Inspections:** Bryan Fangman **motioned to approve** the 5 Year Inspections take place with United Fire as soon as possible, pending the quote. Barry Watson **seconded the motion.** Motion carried unanimously. **(5-0)**

f) **Pest Control – Additional Services:** Bryan Fangman **motioned to approve** “Additional Services” be provided to the Metropolitan at \$95.00 per month. (See description below”) Alan Rasmussen **seconded the motion.** Motion carried unanimously. **(5-0)**

The contract is for the treatment and control of filth, phorid, humpback, drain cluster, fruit flies from the trash rooms and the dumpster outside garage. We will treat these areas twice monthly while treating the property for general pest control. Sanitation reports will be done at each ser vice to show state of trash areas, containers, and the outside trash dumpster.”

e) **Covid Guidelines & Restrictions – Fitness Center & Pool Deck:** Bryan Fangman **motioned to approve** that now up to five residents may enter the Gym at the same time & that Management will set additional rules regarding access. Alan Rasmussen **seconded the motion.** Motion carried unanimously. **(5-0)**

g) **Added Agenda Item: SheZen Hot Pot:** Bryan Fangman **motioned to approve** that we hold 2 events per month in the Metropolitan Clubroom for “SheZen Hot Pot Events”, \$150.00 per event. Barry Watson **seconded the motion.** Motion carried unanimously. **(5-0)**



- h) **Added Agenda Item: Chilled Water Tap Instillation:** Bryan Fangman **motioned to approve** that all Chilled Water Stacks will have Valves installed to help facilitate draining of individual runs for the price of \$14,745.00. Barry Watson **seconded the motion**. Motion carried unanimously. **(5-0)**

Work will be carried out in May 2021.

**IX. Confirm Next Board Meeting Date and Time**

May 20<sup>th</sup>, 2021

**X. Adjournment**

Bryan Fangman **motioned** to adjourn the meeting at **10:05 PM**.

Cassie Hartman **seconded** the motion.

**These Minutes Approved On:** 05 / 21 / 2021 **By:** *Bryan R Fangman*