

THE VILLAS OF FOREST PARK BOARD OF DIRECTORS MEETING

DATE: June 8, 2024

LOCATION: VOFP Pool

TIME: 10:30 a.m.

I. Call to Order:

10:35 a.m. Joe Giglio called meeting to order
Quorum reached with 3 of 5 Board Members present
17 Residents in attendance

II. Roll call of Officers:

President: Ron Schwartz absent
Vice President: Joe Giglio present
Treasurer: Amalia Mihas present
Secretary: Mary Salvatore absent
Member-At-Large: Karen Capasso present
Sue Marino, LCAM and Carrie Schranz, LCAM representing Monarch were also present

III. Approval of May 11, 2024 Board of Directors meeting minutes

Amalia Mihas made a motion to approve May 11, 2024 minutes,
2nd Karen Capasso

Votes: Yes-Joe Giglio, Amalia Mihas, Karen Capasso

Votes: No-0

Motion Carried -Minutes approved

IV. Officer's Reports:

A. Amalia Mihas, Treasurer

1. Hoping to have enough \$ to keep current on paying monthly bills. Transition from Nobles Mgt. to Monarch is not yet complete, including some of the VOFP funds.

V. Monarch Association Management Inc, Susan & Carrie

A. Carrie Schranz, LCAM representing Monarch reports that:

1. Nobles has yet to close the Bank account with Truist, lock box etc. Auto-pay bills have not yet been cancelled.
2. Our loan will be paid off in October if not before.
3. PPBI Operating - \$11,988.84
4. PPBI Money Market - \$1980.88
5. Truist Operating - \$696.33
6. Truist Money Market - \$92,163.90
7. Financials & Meeting Minutes will be posted on the Portal.

- B. Sue Marino, LCAM representing Monarch reports that:**
- 1. A transition of Management Companies does take time.**
 - 2. Monarch was hired to guide the Board & Members to stay on track.**
 - 3. She is not an attorney but a licensed Association Manager.**
 - 4. A General Meeting & Board Meeting are the same. Monarch as our Mgt company is required to attend only one meeting yearly. But, will attend if the Board requests.**
 - 5. An Amendment is required to change Condo Documents to reflect changes to the Rules & Regulations. No straw votes or hand raising of those present can be used for decisions, cannot be a casual agreement, an official Member Vote needs to be taken for items such as:**
 - a. The annual meeting is required only once a year, the VOFP Board has decided to have monthly meetings to allow owners to voice concerns and thoughts.**
 - b. Changing of parking rules.**
 - c. Use of common grounds for patios. The Board has no authority whatsoever to allow patios be placed on common grounds. As soon as you step outside of your door you are on common grounds. Anyone can put a chair on your patio if they choose. What happened in VOFP is, a resident on Lynda Lane built a patio with no approval. Other residents wanted to follow suit. Following that, a new section was added to the Rules & Regulations with specifications, but the much larger area behind the homes on Beverly was not realized at that time.**
 - 1) Karen Capasso advised that she & Richard Drago from Nobles Mgt, did make the change in the Rules & Regulations but nothing was recorded in court amending the Condo Documents.**

The original patio should have been immediately removed. To resolve the issue now, all patios need to be removed, or, an amendment made to the Condo Documents. That amendment, with general scope and specifications set by the Board, would be followed by an official Member Vote. With 75% of yes votes the amendment would then go to an attorney to record the change in the courts. It's suggested that the Condo Documents be amended to resolve the issue. Approximate fee is \$300 to \$500
 - d. If anyone is selling their home a Reserve Study will need to be provided to the future buyer. Normally, it's available from the Management Company to provide to the future buyer. VOFP has not had a Reserve Study done. It's recommended that the Board takes action on composing a Reserve Study as soon as possible. Government regulations regarding Reserve Studies are changing very soon. Approximate cost \$1500 to \$1800**
 - e. A few of member's emails need to be updated, some have been returned.**
 - f. Monarch Management owns or represents several companies under their umbrella. These companies may be suggested for use to the VOFP Board. The VOFP Board is encouraged to explore prices and services from any and all**

companies on their own. The VOFB Board's decision to use or not use a Monarch Management suggestion is in no way required.

VI. Unfinished Business:

A. Pool Gate. Joe Giglio reports that the new electronic Gate-lock is functioning. If you are the last person leaving the pool area, you'll need to lock the gate by using your key and matching the red dots. A key is also needed to unlock the Gate lock. It's not to be locked while the pool is in use. Again, the last person to leave the pool area, regardless of time of day, is to lock the Gate.

All units except 4 have been given a key to the new Pool Gate-lock.

B. Fire Extinguishers.

- 1. Karen reports that we are waiting for a revised bill for the fire extinguisher inspection. The bill came in for 45 extinguishers having been inspected, she believes that is 3 more than were actually done, hers being one of those 3. Lora informed Karen that hers was inspected, so there is a possibility that 2 were not cared for. This company has not been paid.**
- 2. There was a mix up with an initial company that Karen had contacted for pricing. Karen explained that this company thought they had a contract to check the extinguishers, and reported to her that they had inspected several extinguishers and presented a bill to VOFB for approximately \$100. Karen paid that bill with her personal credit card because there was a breakdown in communication and no contract was made with this initial company.**
- 3. Carrie from Monarch Mgt. suggested Karen have a discussion with the company that did the inspection on approximately 43 extinguishers, and a resolution be reached so that the bill can be paid. Karen agreed to contact the company to resolve the issue.**

VII. New Business:

A. Patios blocking irrigation. Joe reported that there are 3 patios on Lynda Lane that are covering sprinkler heads, which in turn has caused brown grass behind their units. The owners of the patios are responsible for correcting and paying for the repair.

B. De Spear presented a petition, dated 5-23-2024 and signed by several owners and renters living on Lynda Lane. They are requesting that parking on that street be changed from the west side of the street to the east side of the street. They would rather make a U-turn when leaving rather than when entering their street.

Amalia Mihas made a motion to approve Lynda Lane parking on the east side of the street, 2nd Joe Giglio

Votes: Yes-Joe Giglio, Amalia Mihas,

Votes: No- Karen Capasso

Motion Carried -Parking on Lynda Lane is permitted on the east side of the street only.

Parking on Rebecca remains on the lighted

side of the street and Beverly on the house side.

This change is conditional. Making a change to the Condo Documents allowing street parking will be discussed by the Board.

4. Monarch suggests that the Street Parking and Irrigation concerns be tabled for now for further investigation so an intelligent decision can be made. Both items will possibly be cared for by Amendments to the Condo Documents for Parking & Patios.
5. Rental Property. No new information to report. Karen Capasso provided copies of lease and all other documents she was in possession of regarding the rental property to Monarch.
6. Pool & Pool area cleaning company. Joe reported that a proposal for a new company has been received from, 'Visible Difference', a Monarch recommended company. Their fee is for a onetime \$400 Spring Cleaning with a monthly \$100 charge. Discussion concerned if once a month was sufficient during the summer months. The proposal is for a 30-day contract and can be changed if needed or cancelled with no penalty.

Motion to hire, 'Visible Difference", made by Amalia Mihas, 2nd Joe Giglio

Votes: Yes-Karen Capasso, Amalia Mihas, Joe Giglio

Votes: No-0

Motion Carried

VIII. Members Questions & Comments:

A. If the transition is 90 days for Management Companies, how far along are we in the process?

We are at the 60-day point in the changeover.

IX. Agenda items for next meeting

A. Not discussed

X. Announcements

A. Next meeting is scheduled for July 13, 2024, 10:30 a.m. at the VOFP pool.

XI. Adjournment:

Motion to Adjourn made by Karen Capasso, 2nd Amalia Mihas

Votes: Yes-Karen Capasso, Amalia Mihas, Joe Giglio

Votes: No-0

Motion Carried -Meeting Adjourned

Time: 11:38