

The Savoy on Palm Condominium Association, Inc.

Board of Directors Meeting Minutes

April 8, 2021

Call to Order: The Savoy on Palm Board of Directors Meeting was held April 8, 2021 on the Third Floor of The Savoy on Palm Condominium at 401 South Palm Ave, Sarasota, Florida 34236. The meeting was called to order by Richard Rivera at 3:01 p.m.

Due to the current "social distancing" requirements, the Board met in person and the owners were invited to attend in person or via conference call.

Determination of a Quorum: Board Members present were Richard Rivera, Jim Heskett, Leon Ellin, Bill Haraf, and John Metz. It was confirmed that proper proof of notice of the meeting had been conveyed.

Approval of Minutes:

1. **MOTION** – (Jim Heskett) to approve the minutes from the February 11, 2021 Board Meeting. Motion seconded by John Metz. Motion passed unanimously.

President's Report: Richard Rivera gave a brief report to the Board and owners in attendance including an update on the roundabout construction in the area. Mr. Rivera also spoke to the Board about the current COVID-19 Amenities & Common Area Guidelines that are in effect. He recommended based information provided by the CDC and Becker and Poliakoff that the Board leave the guidelines in place as is for the time being and re-visit them in a few weeks. With no objection from the Board, the current guidelines will remain in effect until further consideration from the Board.

Treasurer's Report: Leon Ellin presented the attached report.

Building Manager's Report: Bill Veal presented the attached report.

Facilities Committee Report: Leslie Rivera presented the attached report.

2. **MOTION** – (Jim Heskett) to approve an expenditure not to exceed \$15,000 to recover the lobby sofas and chairs. Motion seconded by John Metz. After a brief discussion, the motion was approved unanimously.
3. **MOTION** – (John Metz) to approve an expenditure not to exceed \$1,500 to replace the four table lamps in the Library. Motion seconded by Bill Haraf. After a brief discussion, the motion was approved unanimously.
4. **MOTION** – (Bill Haraf) to approve an expenditure not to exceed \$2,000 to provide catering and other items needed for an end of season outdoor event open to all owners. Motion seconded by Leon Ellin. After a brief discussion, the motion passed with four Board Members in favor. John Metz abstained from the vote to avoid any conflict of interest as his company has been asked to provide the catering for the event.

Old Business: None at this time

New Business: None at this time.

Owner Comments:

Brenda Griffiths commented about the chaise lounges at the pool and they do see on many of occasions, many of the chairs in use.

Bill Haraf commended Fred Doery for his photography work that he did during the symphony concert.

Jo Haraf thanked whoever organized the symphony concert.

Lynda Doery thanked the Board and the Facilities committee for their hard work on the owner's behalf.

Adjournment: There being no further business, the meeting was adjourned at 3:34 p.m.

The next Board Meeting is scheduled for September 9, 2021 at 3:00 p.m. All owners are invited and encouraged to attend.

The Savoy on Palm
COVID-19
Amenities & Common Area Guidelines
10/30/2020

- **Fitness Center –**
 - Open normal hours for owners only
 - No more than 6 owners at a time
 - Proper social distancing guidelines should be followed
 - Owners must wipe down equipment before and after use
 - Personal trainers are allowed so long as the occupancy does not exceed 6 people
 - No visitors, guests at this time

- **Pool & Surrounding Areas –**
 - Open normal hours
 - Proper social distancing guidelines should be followed

- **Massage Room –**
 - Open during staffed hours so that staff can ensure that sanitation protocols are being followed.
 - Owners should reserve the room with the concierge ahead of time

- **Community Room –**
 - Open for use
 - Social Distancing guidelines should be followed.
 - Owners should reserve the room with the concierge ahead of time

- **Guest Suite –**
 - Open for use
 - Reservations are required

- **Outside Vendors and Contractors –**
 - Non-essential repairs and or renovations are allowed at this time
 - All outside contractors will use a designated elevator only, this will be coordinated with the concierge upon arrival.
 - All outside contractors/vendors must enter and exit through the first floor garage, and wear a face mask at all times when in common areas of the building and property.
 - Social distancing guidelines must be followed

- **Elevators**
 - Based on recent CDC recommendations, face masks should be worn at all times when travelling in an elevator
 - To ensure proper social distancing, elevators should only be used by one person at a time unless from the same household

Treasurer's Report

February, 2021 Year-to-date

Virtually all expenses are favorable to budget for the first two months. This is largely the result of calendarization rather than any fundamental good news.

The table below summarizes the categories which are more than \$1k favorable to budget for the period. No areas of concern are noted at this time.

| | Actual | Budget | F/(U) |
|--------------------------|--------|--------|--------|
| Repairs and Replacements | 2,768 | 9,167 | 6,399 |
| Salaries & Wages | 21,913 | 23,667 | 1,754 |
| Equipment Contracts | - | 1,367 | 1,367 |
| Landscaping | 103 | 1,333 | 1,230 |
| All Other Expenses | 42,981 | 49,127 | 6,146 |
| Total Expenses | 67,765 | 84,661 | 16,896 |

For reserves, we are spending on the roof coating project, but although we reflect all potential demands on reserves in our planning, we do not specifically budget projects year to year. Thus, for the first two months, our spending exceeds our revenue on reserve items. This will reverse itself over the year if no other major projects are required.

The Savoy on Palm Condominium Association, Inc.
Building Manager's Report
4/8/2021

Fire Pump Issue (UPDATE) – The phase reversal switch on the fire pump has been replaced. (Replacement Parts \$1,800)

Domestic Water Backflow (UPDATE) – The exploratory digging at the backflow has been completed, the proposal has been accepted and returned to McDonough Plumbing. I am currently waiting on them to schedule the work. I have asked them to provide at least one week's notice as the repair will require the building water supply to be shut off for at least an hour or two. (\$7,360)

Roof Coating Project (UPDATE)- The project started on March 29th and should be completed by Monday or Tuesday of next week.

Elevator Issue – We had a problem with elevator number one this week. Schindler was called and responded quickly, but it was determined to be an issue with one of the brake switches and required an additional technician to complete the repair. Our tech returned the next day with a helper and was able to repair and return the elevator into operation.

Ice Maker – The ice maker at the pool cabana is currently out of service. It should be repaired before the end of next week as the replacement part is due to arrive tomorrow.

Respectfully Submitted,

Bill Veal

Savoy Facilities Committee Minutes

March 30, 2021

Attending Members: Leslie Rivera, Kim Blackmore, Norma Cohen, Fred Doery, Robyn Griffiths, Jo Haraf, Marilyn Shapo

Savoy Staff: Bill Veal

1. The meeting was called to order in the 3rd floor social room of The Savoy on Palm
2. Leslie gave an update on the fitness room window treatments. There is an issue with the remote that Steven's Blinds is working on. As soon as a solution is found, the bay window Luminettes will be installed.
3. Leslie also gave an update on the fabrics for the sofas and chairs. There was some discussion about the colors and how they should be used. The fabrics and funding request will be presented at the Board meeting.
4. Some committee members brought up the low lighting in the library. There is a junction box in the center of the ceiling, but no switch to control the power. After some discussion, the rope lighting will be left on until we have a solution to the low lighting. Norma is researching a flush-mount light fixture and Kim is researching new, lighter weight, and more contemporary lamps.
5. Planning has begun (again) for outdoor furniture. Leslie invited the group to submit any ideas that have promise. Robyn requested wheels on the chaises.
6. Landscaping: Bill reported that the pavers have been repaired and all will be cleaned once the painting "issues" are solved. The orchid 'rack' in the east yard is "on its last leg". The orchids that are on and thriving will be attached to the trees. There was some discussion of the front pots. Bill made the point that not much survives the summer. Leslie asked about yellow lantana and Bill said he would investigate the possibility of using it. Fred Doery asked about the sprinkler that hits the 'poop bags', but since it is a 360-degree sprinkler, it cannot be redirected.
7. Other repair and maintenance items that were discussed include the signage at the entrance to the garages which Bill will investigate to replace, bubbling paint on the Rivera's railing and the garage floors, cleaning the fitness floor, cleaning the bench in the north yard, and cleaning the carpet on the luggage racks.
8. There was some discussion about CDC guidelines and if visitors can use the gym. It was agreed that we only have a few more weeks or months until the CDC relaxes their guidelines and until then we should maintain the mask-wearing and one family rule in the elevators.
9. Since most of the owners have had their vaccines, it was agreed that we would have an outdoor get together on April 25, 2021 5:00-7:00. Jo Haraf is leading the event and will contact Metz Culinary for the catering.

Meeting was adjourned at 1:48pm. Respectfully submitted by Leslie Rivera