

Seville Condominium #4, Inc.

Meeting Minutes

When: Thursday, April 11, 2024

Time: 1:00 PM

Where: Amer-Tech Management, 24701 US HWY 19N STE 102 Clearwater, FL 33763

Board of Directors Meeting

- **Call to Order**
 - The meeting was called to order by Sandra Lemay at 1:01 PM.
- **Establish Quorum**
 - A Quorum of the Board was established:
 - Sandra Lemay – Present
 - David House – Present through Zoom.
 - Pedro Morales – Present through Telephone
 - Cynthia Regan (Property Manager) – Present
 - Robert Kelly from Ameri-Tech - Present
- **Meeting Notice Verification**
 - Notice of the meeting was posted 48 hours in advance, per Florida Statute.
- **Approval of Prior Meeting Minutes**
 - A motion was made by David House to accept the minutes of the last Board meeting, he was seconded by Sandra Lemay, and it was unanimously approved.
- **New Business**
 - Appoint Officer Positions
 - President – Sandra Lamay
 - Vice President – Open
 - Secretary – David House
 - Treasurer – Pedro Morales
 - The Board accepted Sherry Gordon's Resignation
 - Manager's Report
 - The manager gave an overview of current funds in the bank accounts.
 - The insurance company is requesting an Insurance Valuation, which is required every three years.
 - Engineering Services Report
 - The 2nd Inspection was completed.
 - Discussion ensued about the engineer's findings – pictures were taken. Recommendations will be sent.
 - The Board would like to table all upcoming expenses until the final report is received.
 - Reserve Study – FPAT

- Milestone and SIRS study are required.
- The board just wants FPAT to do the Wind Mitigation.
- Munyan may be able to supply the Association with a Wind Mitigation report. The manager will investigate this.
- March Finance
 - Discussion ensues about the current financials.
 - A meeting with the accountant may be necessary to review expenses.
- Specialty Builders Bid on Front Doors (Already contracted with Scott)
 - This bid was approved at the last meeting, but the vendor has not moved forward with doing the work yet.
- Specialty Builders clarification on front Entry Drainage Proposal (removing the black hose)
 - Vendor has not responded with clarification regarding this project.
- Shopping Carts
 - Carts from retail stores such as Costco will need to be removed or the owner will be fined. Notice was posted in the lobby. An email blast was also sent to all homeowners.
- **Old Business**
 - Tree Removal proposal from Sherry's contact for 2k
 - The board would like Ameri-Tech to get more bids for this project.
- **Adjourn Meeting**
 - A motion was made by Sandra Lemay to adjourn the meeting at 1:40pm, she was seconded by David House, and it was unanimously approved.