

CHATHAM House, No. 202, Inc.
Board of Directors
REGULAR Meeting AGENDA

DATE/DAY/TIME: August 20, 2024, Tuesday at 10:00 AM

LOCATION: Town Shores Clubhouse Auditorium, 3210 59th Street S, Gulfport, FL 33707

ZOOM/DIAL-IN: Join Zoom Meeting

<https://zoom.us/j/92023005506?pwd=clExZDJ5VU1Lcm5mcXF1VkIFTmovUT09>

Meeting ID: **920 2300 5506**

Passcode: **CHATHAM**

1. Roll Call
2. Read and or Waive, past minutes of meeting on 7-16-24 (sent to BOD July 29)
3. Reports: President/Treasurer
 Vice Presidents
 Secretary
 Directors
 Property Manager
 Masters Delegates
 Committees Budget
 Building Maintenance
 Communications
 Landscape
 Preparedness
4. Unfinished Business SIRS
 Construction Updates
5. New Business Electronic Voting
6. Open Discussion Three (3) minutes will be allotted for each owner wishing to speak. Maximum number of speakers per meeting are six (6).
7. Adjourn

*Next Regular Meeting Tuesday, September 17, 2024 at 10 AM **TS Clubhouse Auditorium***

Chatham Board of Directors

Chatham By-Laws: No notice of a BOD meeting shall be required if the directors meet by unanimous written consent. The Directors may, by resolution duly adopted, establish regular monthly, ... meeting. If such a resolution is adopted, no notice of such regular meetings of BOD shall be required. Chatham resolution adopted 12/4/2023.

FL Statute 718: Except in cases of emergency or when longer notice is required by law, notice of board meetings must conspicuously be posted on the association property **at least 48 continuous hrs. in advance of each meeting.**

HB1021 changes underlined effective 7/1/2024

8/11/24 created
8/13/24 email blast & post

CHATHAM Building, No. 202, Inc.
Board of Directors
Regular Meeting
MINUTES

APPROVED 9/25/24

August 20, 2024

At 10:07 AM EST, President opened the Chatham Regular Board meeting on Zoom and in-person at Town Shores Clubhouse Auditorium

1. Roll Call

President-Treasurer	Barney Brill	Zoom
Vice President	Ute Swerdloff	Absent with notice
	Tom Moneypenny	Zoom
Secretary	Ruta Misiunas	Zoom
Directors	Bob Girard	Zoom
	Lisa Glegg	Absent
	Gary Simms	In-Person

Attendees:

Property Manager	Amy Ringel	In-Person
Masters Delegates	Ken Branch	Not present
	Michele Lamontia	In-Person

Committees:

Budget	Barney Brill	Bob Girard	Tom Moneypenny	Doug Hoagland-NP
Building	Gary Simms	Lucien Swerdloff-NP		
Landscape	Ute Swerdloff-NP	Diane Scarbrough-NP		
Communication	Ruta Misiunas	Sandra Branch	Sherry McBay-NP	
Preparedness	Gary Simms	Ken Branch-NP		

2. **MOTION:** Reading of previous 7/16/24 minutes be waived and accepted as written Ruta/Bob 2nd Carried 5/0

3. Reports: ★ Uploaded to web sites: Condominium Associates, Town Shores of Gulfport-Chatham Building; posted and e-mail blasted ★

President/Treasurer	★
Vice Presidents	None
Secretary	★
Directors	None
Masters Delegates	None
Property Manager	None

Committee Reports:

Building	None
Budget	Meeting soon
Communications	SIRS V1 & Milestone report notices electronically distributed on 8/14/2024
Landscape	None
Preparedness	None

The Condominium Concept (16th ed Section 3.24 p 62)

When the minutes of the meeting have been prepared and approved by the secretary, it is advisable to make them available to the membership for inspection and review.

8/22/24; updated 9/5/24; emailed 9/9/24

CHATHAM Building, No. 202, Inc.
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4. Unfinished business

- SIRS report update requested with funds spent within the last few months. Ongoing use by Budget group
- Construction update- walkways cleaned and sealed.
- Refer to President's Report for more information.

5. New Business

- Electronic Voting details and requirements reviewed. **MOTION:** Committee created, Ruta chair with Amy, to appropriate at least 1 or more additional companies for implementing electronic voting. Present findings at September BOD meeting. Goal is immediate implementation. Barney/Ruta 2nd Carried 5/0

6. Open membership discussion

- No one in membership signed up before and no one choose to speak at meeting .

7. Adjournment of meeting by President /Tom 2nd at 10:41 AM EST / 7:48 PM GMT+8

Ruta Misiunas

Secretary, Chatham Board of Directors

President's Report 08-20-2024

The SIRS report and regular reserve report have been completed. According to Florida Law, the reserve items listed will drive our building budgets for the next 30 years.

We were pleasantly surprised that the engineering company doing the report agreed with us that the exterior stairways did not need to be rebuilt, just repaired. Which saved us from spending \$120,000.00 over the next three years.

The walkway repairs identified in the milestone report were completed last month. The SIRS report says the next time they will need attention is in 2029 when they will have to be cleaned and sealed. This year's walkway expenses when calculated back into the SIRS report saved us another \$120,000.00 over the life of the report.

Residents were reporting that the grass was getting high over the past month. When we contacted the lawn care company they mentioned that they cut the grass at a higher setting to allow for more moisture storage to offset dryspells in the summer. Because of a series of events which included a tropical storm and 8" of rain the grass did get very high before the lawn equipment could mow without making ruts in the lawn.

So far, New Creations Lawn Care company is the only vendor who will not raise rates for 2025.

Our cleaning company, Japosid, had personnel issues with the person assigned to our building which were identified by a number of residents. When the board contacted the local supervisor, the employee was immediately removed.

We are beginning the 2025 budget process. There are some serious budgeting challenges ahead because of insurance increases and the state requirements related to the SIRS and regular reserve studies.

We would like to recognize residents for stepping up and helping make Chatham House a better place.

Lisa Schowe pruned the small palm trees which saved the residents money on the overall palm pruning price. The estimate for this year's work is less than last year. Even though the company had increased pricing this year.

Gary Simms has been making sure the lights are on.....literally. Since last January, he has been replacing the exterior building lights as they burn out.

Sherry McBay has stepped in on many occasions to help in a number of areas.

Sandra Branch helps bring past board experience to multiple current board projects and made valuable contributions on many occasions all year.

Ken Branch also brings past board experience and is always willing to step in on a moment's notice. Ken's knowledge of the building systems has helped many contractors and other vendors do what they do to serve residents.

Bob Usher has been helpful giving the current board guidance and perspective from his previous board experience.

We also recognize that it is very rewarding to see many other residents helping out in any way they can.

Secretary Report 8/20/2024

SIRS report received June 30, 2024. Notice was email blasted 8/14/24 to all association members that have given written permission. The original Chatham SIRS reports are available on Condominium Associates (<https://condominiumassociates.com>) and Town Shores of Gulfport (<https://www.townshorescommunity.com>). The revised SIRS portion is forthcoming and we will give notice when received. Hard copies of the final reports will be made available to those owners that request a printed copy in writing.

Elevator Operational license renewal paid, inspection completed and new license received (expires 8/1/2025)

Town Shores of Gulfport Individual Building-CHATHAM's web page continues to be updated due to the new requirements effective 7/1/24.

Interview completed for unit #308. Closing is August 19, 2024. Welcome Suzanne.

Blast emails: Meeting agenda with minutes, initial SIRS report notice, August Chatham Happenings, building cleaning and update on lawn care maintenance.