

SPANISH KEY ASSOCIATION MINUTES

17287 Perdido Key Drive
Pensacola, Florida 32507

12/11/2020 10:00 AM CST

This Special Member Meeting was called to order by Read Diket, on December 11, 2020 at 10:00AM. Roll call of those in attendance: On-site in condo meeting room are board members – Read Diket; VP, Cynthia Kessler; Secretary, Rex Hiatt, and Robert McCorkle and staff members: Sherman Hopkins, Liz Von Bergen. Attending via phone conference: Steve Rozich; President, Sam Schreiber; Treasurer. Approximately 13 owners were in the conference room attending the meeting and another approximately 9 owners had called in.

Quorum was established by Liz Von Bergen, Administrative Assistant to the board.

Proof of Notice was given to all homeowners with the agenda and limited Proxy and voting certificate to vote on the issue regarding installation of hurricane shutters for those Spanish Key Units that do not currently have shutters. All procedures were based upon the requirements of the Bylaws of the Association. A spreadsheet was completed marking the proxy votes that were sent in.

Read Diket opened the meeting for discussion before the final vote. Sam Schreiber clarified some of the issues as to why having all units with shutters was important to protect all property of Spanish Key. Mike Sevier, unit 207, asked when units can be rented and Kevin Garrett, Unit 302, asked for a basic timeline. Julie Bolton Unit 608 stated she would like more communication and also would like to know about renters. Pam Accardo, Unit 409 is one of the original owners and said that things were being handled much better than they were with Hurricane Ivan back in 2004.

Sherman reviewed the key repair issues and timelines regarding the work being done by our GC Morette Co.. This is a major project with multiple repairs going on at once. Sherman reports that the plan is on course and repairs are being completed timely. He reminded everyone that he is monitoring the construction progress, but ordering supplies and the weather sometime delays tasks, but they have been able to still stay on the timeline. A discussion took place regarding the replacement roof and time schedule. Steve reviewed that SK has hired BECI our engineering firm that has worked for SK over the years and was involved in the North and South wall repair projects to provide plans for the new roof and they will also be involved in the bid and actual work process to insure the new roof meets those guidelines. BECI will also be issuing an engineering report on the exterior walls, railings, and windows which will include the south wall master bedroom windows. Steve has been managing the progress of BECI since the repairs started and keeping the BOD informed. Steve, along with Sherman's help, continue to monitor the progress daily of the detail plans and timelines.

Liz compiled the list of Proxy votes and Cynthia Kessler, Secretary double checked the list. During the meeting, a volunteer was asked to recheck the votes and Pam Accardo, Unit 409 reviewed the list again. The final vote was 61 yes; one no; one abstain.

There were several more questions about renters being allowed on the property, timelines for contractors and maintenance of parking lot space and lights. Steve was asked for an estimated schedule for payments for the hurricane shutters to respond to timing of when owners that rent can expect to pay for. The response was 25% deposit by late December; 25% in approximately 10 weeks when the shutters arrive from the manufacturer and the balance upon completion of the install which for the 25 units will take around a month to complete. Also discussed was the probable need to use part of our parking lot for set up space for the roofing contractors. When this occurs we will more than likely require non owners to park in the overflow lot across the street.

Someone brought up the Annual October HOA meeting that was postponed due to COVID. No decision has been made as to when that will take place. COVID happened and then Hurricane Sally – it has been a rough year. Maybe a meeting by Zoom or maybe something in the first quarter of next year (2021). Steve said we do not have an answer now, but we will do something without direct contact until it is safe.

Mike Sevier, unit 207, requested to adjourn the meeting.

Meeting was adjourned at 10:56 AM CST.

Respectfully submitted by Cynthia Kessler, Secretary of BOD