

Kensington Preserve of St. Andrews East Association, Inc.

Regular Meeting of the Board of Directors

Date: October 13, 2021

Time: 2:00 PM

Place: Via Zoom Video Conference & Clubroom

Call to Order: David Boomstra called the meeting to order at 2:00 PM

Proof of Notice: Proof of notice was given in accordance with FL statute 718 and the association documents.

Determination of Quorum: A quorum was established with David Boomstra, Diane Santoro, and Alice Schilling all present. Also present was Sean Noonan from Sunstate Management.

Approval of Minutes: A **Motion** was made by Alice and seconded by Diane to approve the September meeting minutes. **Motion** passed unanimously.

President's Report: None

Unfinished Business

- **Website Discussion** – Dave reported the minutes on the website haven't been updated. Sean is going to speak to his team about updating the minutes.
- **Stair Painting** – Sean has reached out to multiple painters for bids.
- **Quick Handbook** – Sean will instruct the webmaster to put the quick handbook on the front page of the website. Diane will be maintaining the handbook moving forward with any updates.
- **Sod, plugs** – Dave reported the sod is looking good and this item can be removed from the agenda.

New Business

- **Insurance Quote** – Dave reported the insurance has increased from 19k to 25k. A **Motion** was made by Dave and seconded by Diane to approve the insurance quote provided by Atlas. **Motion** passed unanimously.
- **Sidewalk Pressure Washing** – The sidewalks are scheduled to be pressure washed November 11 & 12. Sean will send an eblast the Monday prior to work beginning.
- **Budget 2022** – Dave reported the new quarterly dues will be \$1230. Lengthy discussion was had regarding procedure to approve the 2022 budget.
- **Reserve Deferred Maintenance** – Dave reported the name of this account will eventually be changed and he would like to keep \$10,000 in the account.
- **Insurance Conference Call** – Dave would like to schedule a conference call with Tommy from Atlas on November 1, 2021. Sean will reach out to Tommy for availability.
- **Annual Meeting Notification** – Notices of intent must be returned to Sunstate by October 29. Second notice of the annual meeting will be sent no later than November 6th.

Next Regular Board Meeting – November 10th, 2021 at 2:00 PM

Adjournment: A **Motion** was made by Diane and seconded by Alice to adjourn the meeting. **Motion** passed unanimously. Meeting was adjourned at 2:51 PM.