

## **MINUTES OF BOARD MEETING BENT PALM CLUB CONDOMINIUM ASSOCIATION**

**Wednesday, November 6, 2024, Time: 6:00 PM EST via Zoom**

### **I. Call meeting to order.**

#### **1. Roll call and establish quorum.**

The meeting was called to order by President Paul Novak. The quorum was established by the presence of Mr. Novak, Mrs. Grzeszkiewicz, Mrs. Jones, Mrs. Taft, Mrs. Kemp, and Mrs. Varunok.

#### **2. Approve meeting minutes 10/17/2024**

Mr. Novak made a motion to approve the minutes from October 17, 2024, as presented. Mrs. Varunok seconded. All in favor, motion carried.

It was announced the office hours have changed. The office is open from 10 am to 2 pm Monday through Thursday.

### **II. NEW Business**

#### **1. Approve the soffit repair over units 402 and 403.**

Mrs. Kemp made a motion to approve the quote from R&J Coatings for repair of the soffit in various places in the amount of \$15,750.00. Mrs. Grzeszkiewicz seconded the motion. All in favor motion carried.

#### **2. Website**

What should be on the website for Bent Palm in addition to the Governing Documents. The consensus was to install a password protected session for reports, minutes and other. Mrs. Grzeszkiewicz and Ms. Albanese are to work together on that.

#### **3. Flood insurance invoice**

Mr. Novak made a motion to approve the flood insurance bill in the amount of \$5,393. Mrs. Varunok seconded. All in favor, motion carried.

#### **4. Budget meeting date**

The budget meeting will be on December 11, 2024, at 6 pm. The notice must go out on November 27<sup>th</sup>.

Mr. Novak, Mr. Davis, and Ms. Albanese are to meet to finalize the budget proposal on the week of November 11-15<sup>th</sup>.

#### **5. Active project list**

The office will keep the board updated on the progress of projects weekly.

### **III. Adjournment**

Mr. Novak made a motion to adjourn the meeting at 6:28 pm. Mrs. Varunok seconded.