

**Holiday Springs Condominium 4
Board of Directors Meeting Minutes – Tuesday Jan. 10. 2017**

Call to Order: The meeting convened at 10:04am

Roll Call: Roll call was taken and the following were present; Alan Levine, Minnette Cummins, Donna Richardson, Roberta Bernstein, Angel Perez. Jeff Roberts represented Benchmark Properties. A quorum was declared. Seven homeowners were present

Minutes: Minutes of the meeting of Dec. 13, 2016 was read by Secretary Roberta Bernstein. Alan Levine moved to accept the minutes. Donna Richardson seconded, minutes accepted by voice vote.

Treasurers Report: Read by Alan Levine. Last years expenses were discussed. A discussion regarding whether the security payment should be made by owner or done automatically. Minnette commented that the pool expense budgeted for 2016 will be adjusted on the new report.

Committee Reports: Minnette reported there was no MAC meeting. A motion was made to discontinue our participation in MAC by Roberta Bernstein. Motion seconded by Donna Richardson. Majority voice vote accepted.

Broward Coalition: Alan Levine did not attend

Rec. Board: Alan Levine reports nothing doing.

Interview Committee: There should be an apartment coming up for review soon.

Pool Committee: No meeting held.

Janitorial Service: We are still looking for a full time service. However, we will keep Jose Vega, who is on call. Minnette Cummins made the suggestion we consider a "Porter Service".

Lawn & Irrigation: JnJ has been contracted. They can do landscaping but would be separate billing from "maintenance"

Pool Reno: Almost completed. Discussion of repair of Teekie Hut, estimate \$800 for one. We will go ahead with contract. Discussion regarding building an additional hut is pending. Furniture is being ordered by Minnette Cummins as of this evening. Crisabella (pool maintenance) still not responding to the ongoing pool cover situation.

New Business: Minnette Cummins informed us that we are short on reserves for building painting. She suggested we re-apportion the reserves. Minnette also suggested the homeowners be involved with paint decisions, and that we appoint 3 owners from each building to form a committee. They will come with 2 color suggestions as choices and report back to the board.

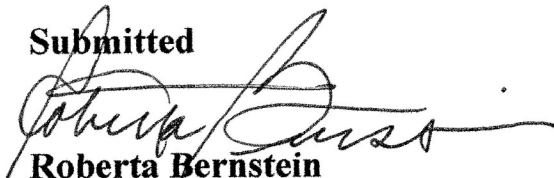
Jeff Roberts submitted Mr. Cheevers report which is, however not final.

Elevator Floors: Jose Vega has said he can do the job.

Parking Lot issues: All owner cars to be registered. Still debating what constitutes a "Truck". Alan Levine submitted a proposal for new rules and regs for the parking lot as pertains to guests, etc.

Donna Richardson made a motion to adjourn – seconded by all. Meeting adjourned at 12:30pm

Submitted

A handwritten signature in black ink, appearing to read 'Roberta Bernstein', written over the printed name.

Roberta Bernstein

Secretary

Holiday Springs Village Condominium 4
Board of Directors Meeting Minutes — Tuesday, February 14, 2017

- **Call to Order:** A regular meeting of the Holiday Springs Village Condominium #4 Board of Directors was held in the clubhouse in Margate on February 14, 2017. The meeting convened at 10:08 a.m. with President Minnette Cummins presiding.
- **Roll call** was taken and the following were present: President Minnette Cummins, Vice President Donna Richardson, Treasurer Alan Levine, and Angel Perez. Absent was Secretary Roberta Bernstein. A quorum was declared.
 - Also present were Benchmark Property Manager Jeff Roberts and six (6) additional unit owners.
- **Re-organization:**
 - Minnette Cummins announced that Roberta Bernstein had submitted her resignation.
 - Minnette Cummins appointed Alan Levine as secretary. He accepted. There were no objections. Alan Levine is now secretary and treasurer.
- **Minutes**
 - **Motion** was made by Alan Levine (seconded by Donna Richardson) to suspend with the reading aloud of last month's minutes, as they had been distributed. Motion was carried by unanimous voice vote.
 - **Motion** was made by Alan Levine (seconded by Donna Richardson) to accept the minutes of the January 10th meeting as written. Motion was carried by unanimous voice vote.
- **Treasurer's Report** was presented by Alan Levine.
- **Unit Owners** were permitted to ask questions and comment on any subject.
- **Unfinished Business**
 - **Janitorial Service:** We had received a proposal from **Global Services**.
 - **Swimming Pool Furniture:** We had received a bid from **Mi-Lor Casual** for new tables and chairs – slightly below \$5,000.
- **New Business:**
 - We had received notice from the **Department of Business & Professional Regulation** that they had received a complaint from 26-303 that the Association had failed to maintain sufficient detail in accounting.
- **Screening Committee Report** was given By Donna Richardson. One interview had been held for unit 26-205. One for unit 26-405 will be held within the next few weeks.
- **Broward Coalition Report** was given by Alan Levine.
- **Motion to adjourn** was made by Alan Levine and seconded by Donna Richardson. Motion was carried by unanimous voice vote. Meeting was adjourned at 11:22 a.m.

Respectfully submitted,



Alan Levine, secretary

Holiday Springs Village Condominium 4
Board of Directors Meeting Minutes — Tuesday, March 14, 2017

- **Call to Order:** A regular meeting of the Holiday Springs Village Condominium #4 Board of Directors was held in the clubhouse in Margate on March 14, 2017. The meeting convened at 10:01 a.m. with President Minnette Cummins presiding.
- **Roll call** was taken and the following were present: President Minnette Cummins, Vice President Donna Richardson, Treasurer Alan Levine, and Angel Perez. A quorum was declared.
 - Also present were Benchmark Property Manager Jeff Roberts and seven (7) additional unit owners.
- **Correspondence:**
 - A letter had been received from Mark Brown of the Department of Business and Professional Regulation with respect to case #2016056123 (brought by the owner of 26/303) informing us that the division did not find that the Association was in violation of the Condominium Act and so the case is now closed.
- **Minutes**
 - **Motion** was made by Alan Levine (seconded by Donna Richardson) to suspend with the reading aloud of last month's minutes, as they had been distributed. Motion was carried by unanimous voice vote.
 - **Motion** was made by Donna Richardson (seconded by Alan Levine) to accept the minutes of the February 14th meeting as written. Motion was carried by unanimous voice vote.
- **Treasurer's Report** was presented by Alan Levine.
- **Screening Committee Report** was presented by Donna Richardson (status of the 26/405 sale).
- **Broward Coalition Meeting Report** was presented by Alan Levine (purpose and limitations of the DBPR had been explained by guest speaker Avi Ambroise).
- **Unfinished Business**
 - **Janitorial:** Global Service's latest proposal was for \$390 per month for each building, three sessions per week.
 - **Motion** was made by Alan Levine (seconded by Donna Richardson) to accept the proposal. After discussion, motion was carried by unanimous voice vote.
 - **Pool Project:**
 - Suspicion of **leaks** had been confirmed. Leaks in the pool proper had been repaired. The holding tank requires a recoating.
 - The **ceiling** in the storage room is sagging and has a large hole where part of it had collapsed.
 - The purchase of **new furniture** is again on hold pending the above repairs.
 - **40 Year Inspection:** Tom Cheever has submitted his report.
 - **Parking Lot Rules and Regulations:**
 - We discussed the necessity of having unit owners registering their vehicles.
 - The printing of **parking-permit mirror hangers** is being put on hold pending the investigation of off-the-shelf availability.

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Holiday Springs Village Condominium 4
Board of Directors Meeting Minutes – Tuesday, March 14, 2017
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➤ **New Business:**

- **Bylaws Amendments:** We had asked attorney Thomas Tighe to draft amendments dealing with required membership vote percentages and with clarification of our 55+ Resident Requirements.
- **Reserve Fund:** We discussed adding a line item for the swimming pool.
- **Parking Lot Flood Lights:** We discussed replacing the sodium-vapor lights that had burnt out with LED fixtures. Jeff Roberts will arrange for electricians to submit bids.
- **Painting of Buildings:** We discussed that we may not be able to have the buildings painted this year without securing a special assessment or a loan.
- The vault containing the water meter in parking space #85 is collapsing. Jeff Roberts will arrange for asphalt companies to submit repair bids.

➤ **Unit Owners' Comments** were heard.

- **Motion to adjourn** was made by Donna Richardson and seconded by Angel Perez. Motion was carried by unanimous voice vote. Meeting was adjourned at 12:13 p.m.

Respectfully submitted,



Alan Levine, secretary

Holiday Springs Village Condominium 4
Board of Directors Meeting Minutes — Tuesday, April 25, 2017

- **Call to Order:** A regular meeting of the Holiday Springs Village Condominium #4 Board of Directors was held in the clubhouse in Margate on April 25, 2017. The meeting convened at 10:06 a.m. with President Minnette Cummins presiding.
- **Roll call** was taken and the following were present: President Minnette Cummins, Secretary/Treasurer Alan Levine, and Angel Perez. Absent was Vice President Donna Richardson (excused). A quorum was declared.
 - Also present were Benchmark Property Manager Jeff Roberts and two (2) additional unit owners.
- **Minutes**
 - **Minutes** of the March 14th meeting were read aloud by Secretary Alan Levine. **Motion** was made by Minnette Cummins (seconded by Alan Levine) to accept the minutes as written. Motion was carried by unanimous voice vote.
- **Treasurer's Report** was presented by Alan Levine.
- **Broward Coalition Meeting Report** was presented by Alan Levine.
- **Unfinished Business**
 - **Perimeter Flood Lights:** Bids had been received to convert the instruments to LED. The project will be postponed until next year so that it can specifically be budgeted. For now, the lamps will be replaced with similar high-pressure sodium.
 - **Bylaws Amendments:**
 - **Motion** was made by Alan Levine (seconded by Minnette Cummins) to amend the Declaration of Condominiums and/or Bylaws to state that only a simple majority vote of those choosing to vote at a Unit Owners meeting (either in person or by proxy) or in response to a mail out be required to make subsequent amendments. After discussion, motion was carried by unanimous roll-call vote.
 - **Parking Lot Asphalt Repairs:** The topic was tabled.
 - **Parking Lot Rules and Regulations:** There was further discussion.
 - **Pool Furniture Purchase:** Put on hold.
- **New Business**
 - **Trash Room Access Door Sleeves:**
 - **Motion** was made by Alan Levine (seconded by Minnette Cummins) to accept the proposal from Southern Chute to replace the sleeves on the first-floor access doors for \$390. After discussion, motion was carried by unanimous roll-call vote.
 - **Bee Infestation** (25/408) solution is being investigated.
- **Motion to adjourn** was made by Alan Levine (seconded by Minnette Cummins). Motion was carried by unanimous voice vote. Meeting was adjourned at 12:12 p.m.

Respectfully submitted,



Alan Levine, secretary

Holiday Springs Village Condominium 4
Board of Directors Meeting Minutes — Tuesday, May 9, 2017

- **Call to Order:** A regular meeting of the Holiday Springs Village Condominium #4 Board of Directors was held in the clubhouse in Margate on May 9, 2017. The meeting convened at 10:05 a.m. with President Minnette Cummins presiding.
- **Roll call** was taken and the following were present: President Minnette Cummins, Vice President Donna Richardson, and Secretary/Treasurer Alan Levine. Absent was Angel Perez (excused). A quorum was declared.
 - Also present was Benchmark Property Manager Jeff Roberts. No unit owners in addition to the Board were in attendance.
- **Minutes**
 - **Motion** was made by Minnette Cummins (seconded by Donna Richardson) to suspend with the reading aloud of the previous meeting's minutes, as copies had been provided.
 - **Motion** was made by Donna Richardson (seconded by Minnette Cummins) to accept the minutes of the April 25 meeting as written. Motion was carried by unanimous voice vote.
- **Treasurer's Report** was presented by Alan Levine.
- **Committee Reports** – none.
- **Unfinished Business**
 - **Parking Lot Asphalt Repairs:** Jeff Roberts is still negotiating price with vendors.
 - **Parking Lot Rules and Regulations:** Due to the fact that many of the cars on our lot cannot be identified, Minnette Cummins recommended that they be registered with us. After discussion, it was agreed that each vehicle owner be required to obtain a new decal after first presenting his/her current license, car registration, and Holiday Springs ID card. An on-site facility will be set up for the registration process on May 23rd and 24th between 10 a.m. and 1 p.m. and between 6 p.m. and 8 p.m. Jeff Roberts will arrange for Benchmark to mail out notices.
 - **Pool Furniture:** The purchase is on hold.
 - **Bee Infestation (25/408):** The bees have left on their own.
 - **Relining of Swimming Pool Filter Tank** has still not been done. Jeff Roberts will investigate getting a new pool maintenance company.
- **New Business**
 - **Insurance:** We must check with our agent to see when we must get a new property-value appraisal and new wind-mitigation report.
 - **Pest Extermination Service:** Donna Richardson recommended that we investigate changing companies.
- **Motion to adjourn** was made by Donna Richardson (seconded by Alan Levine). Motion was carried by unanimous voice vote. Meeting was adjourned at 11:16 a.m.

Respectfully submitted,



Alan Levine, secretary

Holiday Springs Village Condominium 4
Board of Directors Meeting Minutes — Tuesday, June 13, 2017

- **Call to Order:** A regular meeting of the Holiday Springs Village Condominium #4 Board of Directors was held in the clubhouse in Margate on June 13, 2017. The meeting convened at 10:01 a.m. with President Minnette Cummins presiding.
- **Roll call** was taken and the following were present: President Minnette Cummins, Vice President Donna Richardson, Secretary/Treasurer Alan Levine, and Angel Perez. A quorum was declared.
 - Also in attendance were Benchmark Property Manager Jeff Roberts and four additional unit owners.
- **Minutes** of the previous meeting were read aloud by Secretary Alan Levine. **Motion** was made by Angel Perez (seconded by Donna Richardson) to accept the minutes of the May 9 meeting as read. Motion was carried by unanimous voice vote.
- **Treasurer's Report** was presented by Alan Levine.
- **Screening Committee Report** was presented by Donna Richardson: unit 25/102 is in the process of being sold.
- **Broward Coalition Report** on the topic of Insurance was presented by Alan Levine.
- **Unfinished Business**
 - **Parking Lot Asphalt Repairs and Sealcoating:** Jeff Roberts is still getting price quotes.
 - **Swimming Pool Maintenance:** Jeff Roberts presented a service proposal from Crystal Pool.
 - **Parking Regulations** were further discussed.
 - **Pest Extermination Service:** We had received a proposal from A1 Superheroes Pest Solutions.
 - **Building Appraisal** had been done by Prestar. We are awaiting the report.
- **New Business**
 - **Painting:** Jeff Roberts presented a proposal from **Five Star Painting**.
 - **Roof Inspection** will be done by Best Roofing.
 - We must obtain bids for **pool-house windows** and an **entrance awning** for next year's budget.
- **Unit Owners Comments** on all topics were entertained.
- **Motion to adjourn** was made by Donna Richardson (seconded by Minnette Cummins). Motion was carried by unanimous voice vote. Meeting was adjourned at 11:50 a.m.

Respectfully submitted,



Alan Levine, secretary

Holiday Springs Village Condominium 4
Board of Directors Meeting Minutes – Tuesday, August 8, 2017

- **Call to Order:** A regular meeting of the Holiday Springs Village Condominium #4 Board of Directors was held in the clubhouse in Margate on August 8, 2017. The meeting convened at 10:00 a.m. with President Minnette Cummins presiding.
- **Roll call** was taken and the following were present: President Minnette Cummins, Vice President Donna Richardson, Secretary/Treasurer Alan Levine, and Angel Perez. A quorum was declared.
 - Also in attendance were Benchmark Property Manager Jeff Roberts and three (3) additional unit owners.
- **Minutes** of the previous meeting were read aloud by Secretary Alan Levine. **Motion** was made by Donna Richardson (seconded by Angel Perez) to accept the minutes of the June 13 meeting as read (there was no meeting in July). Motion was carried by unanimous voice vote.
- **Treasurer's Report** was presented by Alan Levine.
- **Screening Committee Report** was presented by Donna Richardson: unit 25/101 future owners had been interviewed.
- **Unfinished Business**
 - **Water Leak Issue** involving building 25 units 104 and 204 remains unresolved in attorney Tom Tighe's files. Proof of repair necessary to close case.
 - **Pest Extermination Service:** We had received bids from two (2) companies (A1 Superheroes Pest Solutions and Forever Gone Pest Control).
 - **Motion** was made by Angel Perez (seconded by Donna Richardson) to terminate our contract with Bug Off and sign with **Forever Gone Pest Control** – six (6) interior/exterior treatments per year, \$3084 annually. After discussion, motion was carried by unanimous voice vote.
 - Jeff Roberts will take care of sending Bug Off their termination notice. Contract with Forever Gone will go into effect October 1st.
 - We have received the **Building Appraisal** report from Prestar.
- **New Business**
 - **Swimming Pool Maintenance:** We had received bids from three (3) companies (Crystal Pool Services, Perfectly Pure Pools, and B&B Pools).
 - **Motion** was made by Donna Richardson (seconded by Angel Perez) to terminate our contract with Crizabella Pools and sign with **Crystal Pool Services** – three (3) treatments per week, \$240 per month. After discussion, motion was carried by unanimous voice vote.
 - Jeff Roberts will take care of sending Crizabella their termination notice. Contract with Crystal will go into effect September 1st.
 - **Capital Improvements**
 - We discussed the option of getting a **bank loan** to cover painting and other capital-improvement costs.
 - We had received bids from three (3) **painting** companies. A decision is pending.
 - **Landscaping** – We had received a proposal from J&J Lawn Service to redo the landscaping in phases – first phase for \$3050. A decision is pending.
 - **Parking Lot Sealcoating** will be postponed until after painting.

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Holiday Springs Village Condominium 4
Board of Directors Meeting Minutes — Tuesday, August 8, 2017

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➤ **Paint Committee:**

- An advisory committee was formed to recommend a color for the exterior painting.
- Marie Mugnano (25-103) and Carole Sue Ayala (26-108) were appointed to the committee.

➤ **A Budget Workshop** at Benchmark will be held on Monday, August 21st at 10 a.m.

➤ **Delinquencies**

- A review was done of the unit owners who are over three months delinquent. Each had received multiple notices over the past several months.
- The Board of Directors unanimously agreed that appropriate action will be taken immediately.

➤ **Motion to adjourn** was made by Donna Richardson (seconded by Angel Perez). Motion was carried by unanimous voice vote. Meeting was adjourned at 12:12 p.m.

Respectfully submitted,



Alan Levine, secretary

Holiday Springs Village Condominium 4
Board of Directors Meeting Minutes — Tuesday, October 4, 2017

- **Call to Order:** A regular meeting of the Holiday Springs Village Condominium #4 Board of Directors was attempted to be held in the clubhouse in Margate on October 4, 2017. The meeting convened at 9:56 a.m. with Vice President Donna Richardson presiding.
- **Roll call** was taken and the following directors were present: Vice President Donna Richardson and Secretary/Treasurer Alan Levine. Absent were President Minnette Cummins and Angel Perez. There was no quorum. Formal meeting was adjourned.
- In attendance were seven (7) additional unit owners and invited guest speaker Rick Jones, sales representative of Forever Gone Pest Control.
- Rick Jones gave a presentation describing Forever Gone's treatment procedures.

Respectfully submitted,



Alan Levine, secretary

Holiday Springs Village Condominium 4
Board of Directors Meeting Minutes – Tuesday, November 7, 2017

- **Call to Order:** A special meeting of the Holiday Springs Village Condominium #4 Board of Directors was held in the clubhouse in Margate on November 7, 2017. The purpose of this meeting was to decide on a painting contractor. The meeting convened at 10:05 a.m. with President Minnette Cummins presiding.
- **Roll call** was taken and the following were present: President Minnette Cummins, Vice President Donna Richardson, and Secretary/Treasurer Alan Levine. Absent was Angel Perez. A quorum was declared.
 - Also in attendance were Marie Mugnano and Sue Ayala of the Painting Committee, Benchmark Property Manager Carmen Bengochea, and four (4) additional unit owners.
- **Correspondence:** A resignation from the Board of Directors dated September 27th was received from Angel Perez.
- **Painting Committee Report** was presented by Marie Mugnano.
- **Unfinished Business** – Painting:
 - Of the numerous proposals we had received, we narrowed the field to three contractors: Work Starz, Coastal, and All Pro.
 - Due to variations in their contract specifications, we will ask them to re-submit their proposals.
- **Motion to adjourn** was made by Alan Levine (seconded by Donna Richardson). Motion was carried by unanimous voice vote. Meeting was adjourned at 11:23 a.m.

Respectfully submitted,



Alan Levine, secretary

Holiday Springs Village Condominium 4
Board of Directors Meeting Minutes – Tuesday, November 14, 2017

- **Call to Order:** The budget meeting of the Holiday Springs Village Condominium #4 Board of Directors was held in the clubhouse in Margate on November 14, 2017. Notice of this meeting, in addition to a copy of the proposed budget, had been mailed to each unit owner on October 26th. The meeting convened at 1:06 p.m. with President Minnette Cummins presiding.
- **Roll call** was taken and the following were present: President Minnette Cummins, Vice President Donna Richardson, and Secretary/Treasurer Alan Levine. A quorum was declared.
 - Also in attendance were Benchmark Property Manager Carmen Bengochea and thirteen (13) additional unit owners.
- **Minutes:**
 - Minutes of the August 8th meeting (there were no meetings in September and October) were read aloud by Secretary Alan Levine. **Motion** was made by Donna Richardson (seconded by Minnette Cummins) to accept them as read. Motion was carried by unanimous voice vote.
 - Minutes of the November 7th meeting were read aloud by Secretary Alan Levine. A change was made to the number of painting proposals that had been received. **Motion** was made by Donna Richardson (seconded by Minnette Cummins) to accept the minutes as amended. Motion was carried by unanimous voice vote.
- **Treasurer's Report** was presented by Alan Levine.
- **Budget:**
 - The proposed budget for 2018 was explained by Minnette Cummins and Alan Levine. Unit owners' questions were answered and comments entertained.
 - Motion was made by Alan Levine (seconded by Donna Richardson) to adopt the proposed budget. After further discussion, motion was carried by unanimous voice vote.
- **Painting Committee Report** had been given at the special board meeting on November 7th.
- **Pool Committee Report** was presented by Minnette Cummins. The Pool Committee had met on October 3rd. The new furniture has been ordered.
- **Hurricane Cleanup:** Repairs that have been completed and those that are pending were discussed.
- **Lighting** – Proposals to upgrade exterior lighting were discussed.
- **Unit Owners' Comments** were heard.
- **Motion to adjourn** was made by Donna Richardson (seconded by Alan Levine). Motion was carried by unanimous voice vote. Meeting was adjourned at 2:30 p.m.

Respectfully submitted,



Alan Levine, secretary

HOLIDAY SPRINGS CONDOMINIUM 4 ASSOCIATION, INC.

Adopted

Operating Budget
January 1, 2018 through December 31, 2018

INCOME		2017	2018
3020-000	Maintenance Assessments	\$ 297,074	\$ 297,068
3050-000	Laundry Fees	\$ 6,000	\$ 6,000
TOTAL INCOME		\$ 303,074	\$ 303,068
EXPENSES			
G/L #	ADMINISTRATIVE		
5310-000	Management Fee	\$ 10,584	\$ 10,968
5336-000	Fees To Division	\$ 256	\$ 256
5335-000	Licenses, Fees & Permits	\$ 500	\$ 500
5330-000	Insurance Package & Finance Charges	\$ 48,000	\$ 46,000
5315-000	Office Expense	\$ 1,200	\$ 1,400
5321-000	Legal Fees	\$ 6,000	\$ 3,000
5320-000	Accounting	\$ 1,500	\$ 2,500
5325-003	Rec. Center Expense	\$ 45,408	\$ 45,408
UTILITIES			
5210-000	Electric	\$ 6,500	\$ 6,500
5240-000	Trash Removal	\$ 6,000	\$ 6,000
5220-000	Water/Sewer/Canals	\$ 39,000	\$ 43,000
5250-000	Cable T.V.	\$ 30,500	\$ 31,300
5230-000	Elevator Telephone	\$ 2,200	\$ 2,300
BUILDINGS AND GROUNDS			
5020-000	Lawn Maintenance Contract	\$ 9,000	\$ 10,800
5021-000	Landscaping	\$ 8,000	\$ 5,700
5133-000	Fire Equipment	\$ 800	\$ 800
5024-000	Pest Control (interior and perimeter)	\$ 3,100	\$ 3,000
5060-000	Pool Maintenance Contract (Shared with condo 6)	\$ 1,680	\$ 1,680
5061-000	Satellite Pool (Shared with condo 6)	\$ 2,000	\$ 500
5120-000	Elevator Maintenance Contract & Monitoring	\$ 3,360	\$ 3,360
5022-000	Tree Trimming	\$ 7,000	\$ 3,500
5051-000	Irrigation Repairs	\$ 6,000	\$ 1,000
5140-000	Janitorial Service	\$ 11,640	\$ 11,000
5100-000	Repairs & Maintenance (general)	\$ 9,000	\$ 22,500
SUBTOTAL		\$ 259,228	\$ 262,972
PLUS RESERVES		\$ 43,846	\$ 40,096
TOTAL EXPENSES		\$ 303,074	\$ 303,068

RESERVE FUND SUMMARY

1	2	3	4	5	6	7	8	9	10
Item	Estimated cost of replacement	Opening Balance 01/01/17	Added in 2017	Expended in 2017	Estimated Closing Balance 12/31/17	Balance to Fully Fund	Initial life in years	Remaining life in years	2018 Annual Contribution
Roof	\$ 150,000	\$ 14,809	\$ 10,264	\$ -	\$ 25,073	\$ 124,927	30	9	\$ 13,881
Mansard	\$ 75,000	\$ 9,334	\$ 4,934	\$ -	\$ 14,268	\$ 60,732	30	17	\$ 3,572
Painting	\$ 80,000	\$ 55,377	\$ 16,260	\$ 71,637	\$ -	\$ 80,000	9	9	\$ 8,889
Paving	\$ 60,000	\$ 4,036	\$ 2,118	\$ -	\$ 6,154	\$ 53,846	25	23	\$ 2,341
Elevators	\$ 100,000	\$ 18,800	\$ 8,297	\$ -	\$ 27,097	\$ 72,903	25	7	\$ 10,415
Laundry Room & Equip.	\$ 16,000	\$ 4,052	\$ 1,973	\$ -	\$ 6,025	\$ 9,975	12	10	\$ 998
Totals	\$ 481,000	\$ 106,408	\$ 43,846	\$ 71,637	\$ 78,617	\$ 402,383	N/A	N/A	\$ 40,096

The 2018 Annual Assessment is payable in 12 monthly installments as follows:

No. of Units	Unit Type	Percentage of Ownership	Total Monthly Payment
24	1 Bedroom - 1 1/2 Bath	0.1351893	\$335
40	2 Bedroom - 2 Bath	0.1688864	\$418

Amounts have been rounded to the nearest whole dollar

Holiday Springs Village Condominium 4
Board of Directors Meeting Minutes — Monday, December 11, 2017

- **Call to Order:** A special meeting of the Holiday Springs Village Condominium #4 Board of Directors was held in the clubhouse in Margate on December 11, 2017. The purpose of this meeting was to decide on a painting contractor. The meeting convened at 1:00 p.m. with President Minnette Cummins presiding.
- **Roll call** was taken and the following were present: President Minnette Cummins, Vice President Donna Richardson, and Secretary/Treasurer Alan Levine. A quorum was declared.
 - Also in attendance was unit-owner Brian Cocker.
- **Unfinished Business** – Painting:
 - During the past few years we had requested bids from numerous contractors and received proposals from seven (7) of them: Five Star, Coastal, Work Starz, Master Painting, Tremblay, All Pro, and Tabban. We negotiated and narrowed the choices to Coastal and All Pro.
 - **Motion** was made by Minnette Cummins (seconded by Alan Levine) to accept the painting proposal from All Pro for \$47,800 and to add the replacement of the laundry-room windows for an additional \$2,000 – total \$49,800, which includes permits. After discussion, motion was carried by unanimous voice vote.
- **Motion to adjourn** was made by Alan Levine (seconded by Donna Richardson). Motion was carried by unanimous voice vote. Meeting was adjourned at 1:16 p.m.

Respectfully submitted,



Alan Levine, secretary

Holiday Springs Village Condominium, Inc. No. 4
Annual Unit Owners Meeting – Tuesday, December 12, 2017

- Holiday Springs Village Condominium #4 assembled for its annual meeting at the clubhouse in Margate, Florida, on December 12, 2017. Meeting was called to order at 10:08 a.m. by President Minnette Cummins.
- Notices had been mailed to unit owners on October 11th and November 15th along with proxy instructions.
- Attendance was taken. There was no quorum. (12 in attendance and 15 proxies)
- **Election Results** – There were seven candidates running for seven positions. All are deemed elected by acclamation: Brian Cocker, Minnette Cummins, Gilda Gramola, Alan Levine, Marie Mugnano, Donna Richardson, and Donna Silva.
- Meeting was adjourned at 10:15 a.m.

Holiday Springs Village Condominium 4
Board of Directors Meeting Minutes – Tuesday, December 12, 2017

- **Call to Order:** A regular meeting of the Holiday Springs Village Condominium #4 Board of Directors was held in the clubhouse in Margate on December 12, 2017. The meeting convened at 10:17 a.m. with President Minnette Cummins presiding.
- **Roll call** was taken and the following Directors were present: Minnette Cummins, Donna Richardson, Alan Levine, Brian Cocker, Gilda Gramola, Marie Mugnano, and Donna Silva. A quorum was declared.
 - Also present were Benchmark Property Managers Dan Sugarman and Carmen Bengochea.
- **Minutes**
 - Minutes of the November 7th special meeting, the November 14th budget meeting, and the December 11th special meeting were distributed and read.
 - **Motion** was made by Minnette Cummins (seconded by Donna Richardson) to **accept** all minutes as written. Motion was carried by unanimous voice vote.
- **Election of Officers**
 - Minnette Cummins turned the chair over to Dan Sugarman to conduct elections.
 - Alan Levine nominated Minnette Cummins for president. She accepted. Marie Mugnano nominated Alan Levine for president. He declined. Marie Mugnano nominated herself for president. There were no additional nominations. **Minnette Cummins** won the election by majority roll-call vote and **continues as president**.
 - For Minnette Cummins: Alan Levine, Minnette Cummins, Donna Richardson, and Brian Cocker.
 - Minnette Cummins nominated Donna Richardson for **vice president**. She accepted. There were no additional nominations. **Donna Richardson continues as vice president**.
 - Marie Mugnano nominated herself for **treasurer**. Donna Richardson nominated Alan Levine for treasurer. He accepted. There were no additional nominations. **Alan Levine** won the election by majority roll-call vote and **continues as treasurer**.
 - For Alan Levine: Minnette Cummins, Alan Levine, Donna Richardson, and Brian Cocker.
 - Minnette Cummins nominated Donna Silva for secretary. She accepted. There were no additional nominations. **Donna Silva is elected secretary**.
 - Dan Sugarman turned the chair back over to Minnette Cummins.
- Minnette Cummins presented a summary of the year's accomplishments.
- **Treasurer's Report** was presented by Alan Levine

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- **Screening Committee Report** was presented by Donna Richardson.
- **Unfinished Business – Painting:**
A contract was signed with All Pro Painting for \$49,800. It includes a 10-year warranty.
- **Unit Owners' Comments** were heard.
- **Motion to Adjourn** was made by Alan Levine (seconded by Donna Richardson). Motion was carried by unanimous voice vote. Meeting adjourned at 11:13 a.m.

Respectfully submitted,




Alan Levine

Holiday Springs Village Condominium 4
Board of Directors Meeting Minutes – Thursday, December 28, 2017

- **Call to Order:** A special meeting of the Holiday Springs Village Condominium #4 Board of Directors was held in the clubhouse in Margate on December 28, 2017. The purpose of this meeting was to decide on a paint color. The meeting convened at 7:00 p.m. with President Minnette Cummins presiding.
- **Attendance**
 - Present were board members Minnette Cummins, Donna Richardson, Alan Levine, Brian Cocker, Gilda Gramola, Marie Mugnano, and Donna Silva. A quorum was declared.
 - Also in attendance were unit owners Sam Cordello, George Montiel, Sherry Montiel, Patricia Rivera, and Bibi Ullah.
- **Paint Selection**
 - After color-sample examination and open discussion, by unanimous voice vote the board tentatively decided on Sherwin Williams SW-9085 (199-C1) “Touch of Sand” and Sherwin Williams SW-6066 (196-C3) “Sand Trap.”
 - Final decision will be pending the approval of adequately sized swatches, which All Pro Painting will be asked to provide as soon as possible.
- **Informal Adjournment**

Respectfully submitted,


Alan Levine