

**MINUTES OF THE
GREENBRIAR TWO CONDO ASSOCIATION, INC.
2024 Annual Meeting of the Members
February 6, 2024**

The Greenbriar Two Condo Association Board of Directors Meeting was held at the Greenbriar Two Management Office at 10:00 AM.

BOARD MEMBERS IN ATTENDANCE

Ms. Cynthia Tyler, President
Mr. Joseph (Joe) Troll, Vice President
Ms. Carol Ehninger, Secretary
Mr. Evandro (Van) Radoccia, Jr., Treasurer – Resignation
Mr. Charles (Charlie) Watson, Director

ALSO PRESENT

Jason Woodard, CAM
62 Members: in person, or by proxy

CALL TO ORDER

The meeting began with establishing a quorum. Quorum was established with sixty-six members in personal attendance, or by proxy. Ms. Cynthia Tyler called the meeting to order at 10:05 AM.

PROOF OF NOTICE

Noticing as required by state statute and documents was verified, notarized, and documented.

MINUTES

Motion: To approve minutes from the February 7, 2023 Annual Meeting. First: Mr. Joe Troll. Second: Mr. Charlie Watson. **Motion unanimously approved.**

PRESIDENT'S REPORT

Welcome Members, Sign in Sheet, Coffee and Pastry, Our web-site address **greenbriar2.org**

In 2023 Greenbriar Two Association welcomed a new board member, Charlie Watson, this year the board will again have a new board member, Ray Micheal's, Ray is a past board member, but new for 2024. Ray will assume the responsibilities of the Treasurer and we look forward to working with Ray this year.

For those of you who do not know Van Radoccia has stepped down from his position as Treasurer of this Association. Van has been a previous officer on the board for many years serving in many positions. In his role as our Treasurer he had a basic understanding of accounting, an eye for detail and a good understanding and knowledge of this association's financial needs. He is and remains a dedicated member of the community and we hope to see him again in the near future. We thank him for his time, energy and commitment to the Board of Directors and the community. Who knows he very well could serve again in the future. Thank you Van!

Our monthly fees in 2023 went up by \$50.00 bringing it to \$330.00 a month. I'm thinking a lot of you know this is mostly due to the cost of property insurance. (2019-2020 \$47,991.00) fast track to (2023-

2024 (\$178,887.69) We are not the only Condominium Community to bare these higher insurance costs many are going through the same.

In November of 2023 we had our insurance broker, Dave Jones from McGriff Insurance, come to a meeting and give a presentation to members on increases to our insurance. He did not say the increases are over, however new insurance companies are moving into Florida and some will be able to provide coverage for a commercial property like Greenbriar Two. I have read recently that six new companies have moved into Florida in January 2024, they all have been vetted and cleared by State Regulators, all are financially sound and they are starting to appoint independent agents. So while we are not out of the woods yet I am hopeful for our future!

Speaking of finances our end of year statement clearly shows that six line items of our budget showed a deficit totaling **\$22,649.84**. This can not continue, when the board meets in August of 2024 for our budget workshop this will be a major discussion on what our budget has to be to cover increasing costs, such as **Gen. Maintenance Repairs, Pool Expenses, Tree Trimming & Removal, Irrigation Repairs, Trash Removal** and the one we have no control over our **Water and Sewer costs!** That was **\$10,226.36** over our budgeted amount. These line items are all underfunded. I want to assure all of you this board is committed to spend your money wisely and responsibly. This is our most important responsibility and our fiduciary duty to meet the financial needs of this community with a budget that will support future increases and avoid deficits!

Our Pool expenses in 2023 had a deficit of just under \$4500.00. We replaced a pool pump, rewired and installed a 120 VAC GFL receptacle and a new Stenner pump injector. Work was also done on the Pool Pit Electrical Panel.

Trash Removal cost have increased also. In part because the company increased the monthly pick-up rate after our budget was adopted. I also want to remind owners that the company will charge us an extra \$10.00 on each dumpster that is over the top. We checked on some other companies and they are all doing the same. So please break down boxes and make sure you can close the covers. \$1245.55 deficit for 2023

Irrigation Repairs and Maintenance had a deficit of \$1951.19 for 2023

Tree Trimming and Removal had a deficit of \$2800.00 in 2023. The budget in 2023 was \$6000.00. In 2024 we will not trim the palms (\$2800.00 to \$3000.00) at the pool instead we will concentrate on cutting & trimming trees that are hazardous or too close to our buildings or causing problems with sprinkler systems.

General Repairs and Maintenance had a deficit \$1980.74 for 2023

Our Water and Sewer, which we don't have too much control over as we share this cost with Greenbriar One at a rate of 38.2% of the billing. We had a deficit of \$10,226.36

Currently our Lift Station is operating with one pump. This has been going on since November of 2023. We have a pump being repaired and we are scheduling a project with RCM Utilities and American Pipe and Tank to replace the Air Release Valve located at a man hole near the Tiki Bar. We have already spent about \$1000.00 and the pump repair is running at \$7,500.00. The projected cost of RCM Utilities and American Pipe and Tank is \$4400.00 plus. Some if not all of these costs will be covered by Reserves.

All of this information I just reviewed with you is discussed at our monthly meetings that are held every third Thursday of the month at 10AM at the pool house.

Lets move on to some of our accomplishments for 2023:

In January of 2023 the last 4 roofs were completed. Buildings #29 #30 #31 and #32. The pool house was also completed . Gutters were installed shortly after on all 4 buildings and gutters guards were completed in July on some of the upper roofs and lower roofs throughout the community in areas where they were needed. To complete the remaining 4 buildings the Association secured a loan with Capitol City Bank in the amount of \$150,000.00 for a 3-year payment plan at a rate of 6.25%. Year ending December 31, 2023 our balance due was \$99,910.91. All totaled our roofs, gutters and guards have cost just about 1,000,000.00 dollars! We will need to plan and save for a new roofs in 15 years!

Wind mitigation inspection was also completed on all 4 buildings #29 #30 #31 and #32

New address numbers were installed on all 130 units.

Stair Replacements were completed. This took 6 years to complete and a cost of just under \$95,000.00 Building 27 (stairs in the back) will be replaced as money is available doing the the stairs that are in the worst condition first! Estimated cost \$8,000.00 to \$12,000.00

All 13 buildings front and back, the shed and the office were presser washed.

The pool deck and furniture were also presser washed

Two Fire Extinguishers were installed by Everyday Fire & Security Equipment Inc. One is located at the Pool and one is on the outside wall of the Shed.

Some projects we would like to accomplishment in 2024:

Seal Coat Hartford Ave. Parking Lots / Reserve Money > in account \$36,198.79

Painting the Stucco on our Buildings / Reserve Money > in account \$45,733.26

Pool Deck Maintenance and Sealing

New Signage for Parking Lots????

No Home Inspections this year with Bush Pest Control. If you have any concerns or issues with bugs please call Jason

Special Meeting March 12, 2024 to vote on the Owner/Investment Amendment

Q&A to follow

Thank you all for attending this meeting we appreciate your interest and support.

VOTE TO REDUCE YEAR END FINANCIAL REPORTING

To have a Cash and Receipts Year End Financial Statement in lieu of an Audited Year End Financial Statement. In favor: 65 members. Opposed: 1 member.

Vote passes.

MEMBERSHIP BUSINESS

Ms. Sheila Kostro addressed the membership about the upcoming Investor Amendment Special

Meeting. Investors are gaining more voting power in the community, one in particular. At one point he owned 13 units, that's 10% of our community. Investor's only objective is to make money, and our Association had 43% of our units rented out the last I heard. They, nor their tenants are not vested in our community. The vote in March is to protect our Association from people like this.

Mr. Charlie Watson made a suggestion that renters could also be a big contributor to the baby wipes problem at the lift station, but there was no way to actually prove it. Jason Woodard, CAM pointed out that there was some proof. The Association had to investigate drainage problems at one of the units occupied by tenants. As it turned out, they were flushing raw food and baby wipes into the drains. Mr. Paul Sharpe asked if the Association could fine these people for this behavior. Jason Woodard, CAM explained that FL SS make it difficult to fine in this kind of scenario because of how many letters and warnings must be given. The Association did however force the landlord to pay the repair bills.

Ms. Linda Williams asked: If the percentage of rental units used to be 43%, what is it now. Jason Woodard, CAM replied that the percentages were calculated just before the last amendment vote, but it has not been updated since then. However, since the last time, the investor that we have been talking about has purchased another unit. It is likely the numbers have gone up.

Ms. Cynthia Tyler reminded everyone of the four points of the proposed amendment: Rental units to be less than 35%, 30 day minimum rental agreement, a copy of all leases to be provided to the Association, no single entity can own more than 2 units.

Ms. Marilyn Postma asked if the Association has any delinquent owners. Jason Woodard, CAM replied that currently the majority of delinquent accounts are \$30.00 in arrears, which is the amount of this year's assessment increase. This is likely due to owners not updating their auto-pay. There is one owner who over 60 days in arrears, and has been scheduled to be sent to the collection's agency.

Mr. Donald Rewalt asked if the Association has a strategy to get more of the membership to vote at the upcoming Special Meeting. Ms. Cynthia Tyler responded, yes. The Board intends to perform cold calls prior to the meeting, and unlike last year, the Association has a more complete contact information. This will hopefully provide more participation in March.

Mr. Steve Rohn asked how the Board intends to solve the deficit problem this year. Can the Association send out a Special Assessment. Jason Woodard, CAM explained that special assessment are only used in case of an emergency. Mr. Rohn replied that having a deficit seems like an emergency, and this could prevent it. Mr. Jason Woodard replied that difference is the Board made the decision to keep certain line items underfunded. In an effort to keep costs down to the membership. The Board made a conscious choice, taking the emergency out of the equation. Mr. Rohn agreed. Ms. Cynthia Tyler added that in light of this information, the membership should be prepared for another increase next year. There being no further business Ms. Cynthia Tyler moved to adjourn, with a second from Mr. Joe Troll. All were in favor and the meeting adjourned at 10:50 AM.