

The Colonial House Association, Inc
Special Board of Directors Meeting to approve Special Assessment
Tuesday, June 13, 2023 6:00 PM
230 Columbia Dr Lobby
Cape Canaveral, FL 32920 and via www.zoom.com

Unapproved minutes

I Call to order/Certify Quorum/Proof of Notice

The meeting was called to order by President Kathy Bailey at 6:00 PM. With Jon Windhorst, Donna Fox and Elizabeth O'Connor present, a quorum of the board was established. Penny Holladay represented Coastal Living Community Management LLC. Notice was posted and mailed to all owners two weeks in advance of the meeting in accordance with FL statute 718.

II. Approval of prior Annual meeting minutes 02/04/2023.

Tabled

III. Reports

Penny Holladay provided the balance sheet and P&L/budget performance to the membership. Penny Holladay also stated that unit 118 is being prepared for renting out at approximately 1200 to 1500 dollars per month. Penny Holladay also stated that every effort is being made to remove the unapproved tenants from unit 103.

IV. New Business

Special Assessment for Citizen's Wind policy 2023 insurance renewal.

Marshall Wren attended the meeting as agent of record for wind policy and explained the cause for current increases in wind coverage. Citizen's is the only company that would insure the property due to the age of building/roof/pipes. Kathy Bailey motioned, and Jon Windhorst seconded to approve a Special Assessment for shortfall for wind coverage of \$1000 per unit due and payable \$400 on July 15, \$200 due on August 15, \$200 due on Sept 15 and \$200 due on October 15, 2023. All were in favor.

V. Old Business

Jon Windhorst stated that an engineer will be inspecting every unit beginning June 20 at noon and completing it Wednesday morning. This is in regard to the Association's suit against the insurance policy pipe lawsuit. A water shutoff will be conducted on Thursday for an owner's valve repair.

VI. Owner Comments

Further discussion was made regarding the insurance increase and the rules of the order in a Board of Directors meeting.

VII. Adjournment

Kathy Bailey adjourned the meeting at 6:52 PM

Respectfully submitted,

Penny Holladay

Penny Holladay, LCAM
Coastal Living Community Management, LLC
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