The Summit Owners Association, Inc.

8743 Thomas Dr. Panama City Beach, FL 32408

**Board of Directors Meeting**

September 19, 2022, 5:00 p.m. Central Daylight Time

8743 Thomas Dr. Panama City Beach, FL 32408

In the Owner’s Lounge and by remote

MINUTES

Board Members Present: Bob Cabe

Stacy Peery

Gary Plunkett

Patrick Wood

Board Members Present by

teleconference: Joy Cohen

Pat Latham

John Shebel

Shad Smith

Dennis Wallace (arrived after call to order)

Owners attending in person: Shantale Coleman, 230

Jess Cook, 1329

Thomas & Jennell Shafer, 1209

Ken Stephens, 503

Tom & Chris Stott, 830

Others attending: Matt Duncan, CAM – GM

1. **Call to Order:**

The meeting was called to order at 5:02 p.m. by Bob Cabe.

1. **Roll Call/Establishment of a Quorum**

Having eight (8) of nine (9) Board members present, a quorum was established.

1. **Proof of Notice of Meeting:**

Notice was sent to all owners and posted on property more than 48 hours prior to the meeting.

1. **Engineering Proposal for Stucco/Framing Repairs:**

Two proposals for engineering services for repairs to the portico/canopy were received. One from Coastline Engineering and Construction, Inc. for $15,000. This bid did not include what fees they would charge if conducting any site visits during and after the project. The other proposal was from MK Weber Engineering, LLC., for $17,800, with additional fees for three (3) site visits of $600 a visit if the Board opted to have them do so. The Board briefly discussed both proposals. Dennis Wallace joined the meeting at this time. Gary Plunkett was familiar with MK Weber and liked that their proposal mentioned site visits during the repairs. Both proposals covered the entire portico structure. Gary Plunkett made a motion to accept the MK Weber proposal as submitted. Seconded by Patrick Wood. The motion passed by roll call vote as follows:

Stacy Peery Aye

Gary Plunkett Aye

Joy Cohen Aye

Pat Latham Aye

John Shebel Aye

Shad Smith Aye

Dennis Wallace Aye

Patrick Wood Aye

Bob Cabe Aye

1. **Windows/Slider Project:**

Prior to the meeting, Bob Cabe and Pat Latham circulated a draft motion to the other members of the Board in regard to using recently acquired insurance funds to replace sliders and windows at The Summit. The Board began discussion of the project before any motion was made. The main topic of discussion was that over half of the units had at some point in the last 15 years installed three panel sliding glass doors when replacing the originally installed two panel sliding glass doors. Initial research shows that three panel sliding glass doors will cost more to replace than the two panel sliding glass doors. Stacy Peery then made the following motion:

Whereas, (1) SOA has insurance proceeds on hand that may be used to fund replacement of sliding doors and windows that were damaged as a result of Hurricane Michael, (2) such replacement must commence as promptly as possible due to (a) potential damage to the condominium building because of the damaged sliding doors and windows and (b) anticipated increases in cost of materials that could jeopardize the replacement project, (3) sliding doors are available in the color white now and are not available in the color bronze for a period of approximately five months, (4) windows are available in white vinyl now, (5) many owners, over the past 15 or more years, have installed three panel sliding doors, and other owners have two panel sliding doors, which types of doors have a similar appearance, and (6) some owners, after Hurricane Michael occurred in October 2018, have used their own funds to replace their sliding doors and currently may have sliding doors that meet current code requirements.

Motion:

That the Board authorize *(person to be approved by the Board)* to negotiate revisions to the proposed Restore One contract/scope of work for replacement of existing sliding doors, and windows. The sliding door replacement would be a replacement in a like for like manner, as currently installed (two panel doors for two panel doors and three panel doors for three panel doors), with any additional cost above the settlement being built in to next year’s budget with such revisions to provide for various changes including: (1) possibility of replacement with either two panel or three panel sliding doors and with windows, as specified in Attachment 1, in all Summit units at a cost not to exceed the amount of $ (*Unknown until after discussion with contractor).* Allowing two panel owners to choose to change to three panel doors for an additional amount of $ (*Unknown until after discussion with contractor)\_*and allowing three panel owners to choose to change to two panel doors for an additional amount of $(*Unknown until after discussion with contractor)*, payable in advance to SOA by each such owner, provided, however, that some existing sliding doors may be exempt from replacement; (2) that sliding doors installed in units after November 1, 2018 may be exempt from replacement based upon satisfactory completion and signing of a request form by October 20, 2022 and approval of such request by Management, meeting all code requirements, with Management reserving the right to request additional information from owners, as needed; and (3) possible change regarding temporary additional elevator, depending upon anticipated project needs.

That the final draft contract be submitted to the Board of Directors for consideration and approval.

Seconded by Patrick Wood. Further discussion included that bronze frames would not be readily available but white frames would be. Also, for the front bedroom windows, only white vinyl frames were available. Further discussion included whether or not owners opting for a three-panel door versus an Association supplied two-panel door should pay the difference in costs. A consensus was not reached, and this was not added to the motion. The vote was called, and the motion passed by roll call vote as follows:

Stacy Peery Aye

Gary Plunkett Aye

Joy Cohen Aye

Pat Latham Nay

John Shebel Aye

Shad Smith Aye

Dennis Wallace Aye

Patrick Wood Aye

Bob Cabe Nay

1. **Open Discussion:**

There were no additional topics of discussion.

1. **Adjournment:**

Patrick Wood made a motion to adjourn the meeting. Seconded by John Shebel. Unanimous. The meeting adjourned at 6:47 p.m.

Joy Cohen December 3, 2022

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Respectfully Submitted, Date

Secretary