

# **APPROVED DECEMBER 13, 2018**

**Carillon Beach Association  
115 Market Street – Suite 212  
Carillon Beach FL 32413**

## **Minutes of Board of Directors Meeting**

**November 16, 2018  
Carillon Beach Meeting House  
407 Village Way  
Carillon Beach FL 32413**

**Call to order: The meeting was called to order by Tom Clark, Board President, at 11:05 am.**

- 1. Call of Roll, Establishment of Quorum**  
Tom Clark, Rich Coad, and Gary Smith were present in person; Peter Kircher and Steve Nail were present by speakerphone. With all Board members present, a quorum was established. Also present in person were Rob Braniff/HOA Manager, Nicole Fendley/Administrative Assistant and seven owners.
- 2. Proof of Due Notice of Meeting**  
R. Braniff presented notarized affirmation that the meeting Notice was posted according to Florida Statutes.
- 3. Approval of Meetings' Minutes**  
P. Kircher made a motion to waive the reading of the Minutes of the meetings of August 23, 2018 and October 19, 2018, as well as the minutes of the Hurricane Michael Emergency Meetings held on October 12, 2018 and October 15, 2018, and to accept them. The motion was seconded by G. Coad, and it passed unanimously.
- 4. Officer, Staff and Committee reports were given.**
- 5. Green Earth presented a proposal for the Carillon Avenue Landscaping Enhancement Project. P. Kircher made a motion to approve the installation of plant beds along Carillon Avenue, with the provision of two plantings per year versus the three, at a cost of \$21,387 with the stipulation that future annual maintenance costs do not exceed \$10,000. The motion was seconded by G. Smith, and it passed unanimously.**

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- 6. Manager R. Braniff presented a proposal to repair the existing Entrance Sign and the Carillon Logo. R. Coad made a motion to accept the quote from Advanced Sign Solutions at a cost of \$6,885 to be performed within the next 60 days. The motion was seconded by G. Smith, and it passed unanimously.**
- 7. The Board voted to table the Beach Club Pool furniture proposal until spring 2019.**
- 8. CBA 2019 Budget**

**P. Kircher gave an overview of the proposed 2019 CBA Budget which had previously been provided to the Board in DRAFT form. It was also agreed that contributions to Reserves would be increased by \$30,000 (for an annual contribution amount of \$150,000). After a brief question and answer exchange, a motion was made by P. Kircher to approve the budget as presented with expenses meeting revenues at a total of \$1,427,214. The motion was seconded by T. Clark, and it passed unanimously.**
- 9. The Board excused the owners and went into Executive Session at 12:40 p.m. to discuss Maintenance Staffing for 2019.**
- 10. The Meeting adjourned at 1:20 p.m. with the next Board Meeting scheduled for Thursday, December 13<sup>th</sup> at 9a.m.**