SUNCHASE CONDOMINIUM ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
MAY 9, 2011

MINUTES

BOARD MEMBERS PRESENT
Jim Babbitt
Norman McFadden
Caroline Stinson
Jake Commer
Duane Fair

OTHERS PRESENT
Lynda Babbitt
Ray Etheridge, Property Manager
Don Stiffler

CALL TO ORDER & NOMINATION OF OFFICERS
Jim Babbitt, president, called the meeting to order at 5:00 p.m.

Caroline Stinson made a motion to approve the minutes of the meeting of April 11, 2011. Jake Commer seconded this motion, which passed unanimously.

FINANCIALS
Ray Etheridge discussed the financial statements through April 2011. Collections for the month were $20,406.00, which was $293.00 under budget. The Association is over budget for the year by $6,165.00, but most of this are assessments pre-paid and will not be collected later this year. Also, late fees were collected in the amount of $20.00 and interest in the amount of $23.00. The reserve transfer was made as well as the insurance transfer. The expenses were reviewed. Most are on budget for the year with the pool maintenance being slightly over for the year. General maintenance is under budget for the year by $1,494.00. The accounts receivable was reviewed. Notices of intent to lien are being sent to three (3) units and one (1) unit who was in arrears as of April 30th has now paid in May. In addition, we have one (1) unit, which has been turned over to the attorney for foreclosure. Another unit, a letter has been sent to give him one last opportunity to bring his assessment current prior to turning over to the attorney for collection or foreclosure.

PROPERTY UPDATE
Wood rot repairs to the stairways was discussed. This work is scheduled to begin on Wednesday of this week, which will be May 11th.

The entry method into the pool was again briefly discussed. After this was completed last week, it was found that you could still reach in some areas through the gate and open the latch from the inside. Additional rods were installed in the aluminum gate and this appeared to have stopped the problem. The gate has been painted and all who has looked at it says it looks good. Caroline Stinson, again, requested that letters be sent to all owners who have renters advising that owner that the key has been given to the resident. Owners should be sure that they get these keys when their current tenant vacates or charge them because there will be an additional charge if these keys are lost.

Roof repairs in building "L" were discussed. Three estimates were on hand to make the roof repairs to building "L". As stated previously, there seems to be a sway in the roof on both ends of this building with the south end being worse. Pensacola Roofing has estimated $4,900.00 to make the repairs to both ends. Wright Roofing has put a lot of additional work in his estimate and the estimate is $13,530.00. Belmack Roofing has looked at the property again today and his estimate is $9,280.00. The last two are significantly higher than the Pensacola Roofing estimate. After some discussion to include what it would cost if a new piece of plywood was required, Duane Fair made a motion that Ray and Jim Babbitt meet with Pensacola Roofing and have them look at this job somewhat closer and the two of them make the decision to go ahead or wait on making this roof repair. Caroline Stinson seconded this motion, which passes unanimously. Jim Babbitt stated he would like to meet with Ray and the roofer as well.

Unit A-5 was also discussed. This unit has been somewhat of a problem with many visitors to the pool and to the beach and on occasion these visitors did not go to the unit, but went straight to the pool or beach. This will be monitored by members of the Board.

It was discussed whether to add to the number of guests that residents can bring to the pool to the rules. This was discussed in some detail, but members of the Board felt that this would be too tight if a resident had family come it to visit. Residents should, however, always accompany their visitors to the pool, beach, pier and other common areas.

Jim Babbitt discussed that many people are coming onto Sunchase using the Association's amenities. After some discussion concerning this, Duane Fair stated that it may not always be in the person's best interest to speak to someone who is trespassing on the property. He suggested that the police department be called and let the police department handle this. There is a night officer on duty in the Sunchase area, Jim Babbitt will call him, and discuss this problem.

We have leaks from the balcony sliding glass doors in two units. The two units are K-1 and K-4. Ray was asked to get with his crew and look at these doors, possibly remove the hurricane shutters that are installed and take steps to prevent these leaks. After this is done, then sheetrock can be cut out inside and see if we can determine where the water is coming in.

Don Stiffler had made a request to the Board that the beach be cleaned and to be cleaned on a regular basis. He also requested that the holes and hills be smoothed out so as to make it more presentable and more useable than in its present condition. An estimate was on hand to do this from the current landscaper. Don Stiffler had brought a picture of the beach taken some years ago and requested that the beach put back into a similar condition. The Board asked Ray to get two additional estimates and use this picture as a template to show the contractors what we are looking for. This will be brought to the next Board meeting.

Three estimates were on hand to trim the palm trees. The lowest estimate was from Tri-State Tree Service in the amount of $20.00 per tree. The other estimates were $22.00 and $23.00 per tree. It was brought up that these trees may put out new seed branches later this summer and it may be better to wait until the seed limbs sprout out before cutting. Ray was asked to find out when we could expect this to happen and to bring to the Board at the next meeting.

Jim Babbitt has suggested a picture of some signs he has seen on an adjacent property and bring to the Board. These signs are on one post and are more attractive than what we currently have at Sunchase. These were looked at by members of the Board. Jim Babbitt took these pictures with him; he will assimilate and bring to our next Board meeting for consideration on replacement of the current signs with a new sign similar to these pictures.

Excess parking area at buildings at "F" and "I" was discussed. Some owners are using this as storage of vehicles, which limits the parking space for visitors. Members of the Board were informed that a unit owner who abuses this area is in the process of moving and this situation should get some relief at the end of May.

Ray reported to the Board that he has had complaints from two residents regarding cats running loose on the property. Some of these are wild. He has talked with the Gulf Breeze police department and a trap can be obtained for these wild animals. Also, one owner is allowing his cats to run loose. Ray was asked to send this owner a letter advising him his cats must be kept inside. Hopefully, this will help rid the property of some of these wild cats.

Don Stiffler stated that some of our fence on the Pensacola Beach Road side and south end of the property are in need of repair. Part of the problem is some of the shrubs need to be trimmed. The size of them is causing damage to the fence. Ray will get with our landscaper and have this corrected and make repairs to the fence as needed.

ADJOURNMENT

There was no further business and the meeting adjourned at 6:25 p.m.

Respectfully Submitted,

Ray O. Etheridge