

RIVER STRAND GOLF AND COUNTRY CLUB, INC.

MEETING OF THE BOARD OF DIRECTORS

MARCH 20, 2017

A REGULAR meeting of the Board of Directors was held on Monday March 20, 2017 at 6:00 PM in the offices of ICON property Management located at 5325 East State Road 64, Bradenton, FL 34208.

A quorum of the Board of Directors was present in person with Mr. Michael Fisher, Mr. Scott Hancock, Mr. Eddie Hicks, Mr. Terry Lyons, Mr. Charles Glasser, Mr. Bob Walsh, and Ms. Anita Tierney, in attendance. Also present were Shaun Fitzner, LCAM, Community Manager for River Strand, and Pat Cattnach, General Manager for River Strand.

Terry Lyons called the meeting to order at 6:00 PM. Proper meeting notice was posted throughout the property and emailed to all owners in accordance with the Florida statutes and the governing documents of River Strand Golf and Country Club, and desire of the Board of Directors.

There were approximately 10 owners present at the meeting.

Upon a motion made by Anita Tierney, seconded by Charles Glasser,

It was voted 17-24: to approve the minutes of the March 14th, 2017 meeting of the board of directors as presented, motion passed unopposed. **Motion passed.**

OWNER COMMENTS:

Request for how to get items on the agenda for consideration of the board. Request to reconsider the requirement of having to come to the front of the room to address the board. The board responded:

Managements Comments, Concerns, and request form has been reviewed by the board and will be implemented to allow owners to make requests. The board reminded owners present that the board members are available for anyone to contact directly via email to make requests.

A second homeowner asked about matters that he thought were being handled by the RSCCC that should be handled by the Board. Anita Tierney asked the homeowner to send her and Lance Dunne, the acting Chairperson of the RSCCC, an email explaining his concerns.

ON MATTERS RELATED TO THE ASSOCIATIONS INSURANCE:

Management worked with Brown and Brown to complete application and gather the information required to provide the costs for the enhancements to the association insurance policies that were requested. The bid was received at about 3PM on 3/20 and transmitted to the board upon receipt. The board members requested answers to the following questions:

On Directors and Officers: The agent proposed a coverage of \$5 million from Zurich insurance at a cost of \$11,389, and additional layer of \$5 million at a cost of \$10,000 through Markel insurance company.

- 1) What does the agent recommend as far as the upper limit of this coverage
- 2) The agent presented a “layered” approach to the coverage with a primary \$5 million in coverage and an excess layer of \$5 million. The cost of the excess layer was within 10% of the premium for the primary layer. The board requested an explanation regarding the reason that the secondary layer was almost as expensive as the primary layer since the secondary layer would only be used if a claim exceeded the amount of the primary coverage.
- 3) What is the estimated return premium for cancellation of the existing policy (management mentioned that we are ¼ of the way thru the policy and that there is a 10% early cancellation penalty called earned premium penalty)
- 4) Is there an option to maintain the existing coverage and just add the over coverage layer(s) of protection to raise the limit

On Crime Coverage: The agent proposed coverage from Travellers insurance to increase coverage to \$2 million dollars at a cost of \$3,330. Note the association is required to have coverage for the maximum amounts of funds that may be available at any time. Second option which would include certain other coverage for forgery or alteration, computer crime, funds transfer fraud, and social engineering (Phishing) at an annual premium of \$4992.

- 1) The existing coverage is a part of a larger policy called a package policy – what is the estimated return premium on the cancellation of the current crime coverage

On Accidental Death Coverage: Current coverage limit is \$15,000 through the liability coverage, and then \$25,000 through the policy per incident with an annual max of \$125,000 from the policy.

- 1) Requested quote for a higher limit of coverage and agent’s recommendation regarding the appropriate amount of coverage

On Umbrella Coverage: Current coverage is \$4 million and is included in the larger package policy. The association attorney recommended higher coverage limit. Option for \$10 million of Umbrella coverage was offered by the agent at a cost of \$5,186.

- 1) What is the broken out cost of the current 4 million coverage and what is the estimated return premium for early cancellation
- 2) What would the premium be for 15 million in coverage
- 3) What would the premium be for 20 million in coverage

The property manager reviewed these items with the board and sent an email to the agent during the meeting requesting this information by Thursday. The manager had arranged for the agent to be available by phone for the meeting, but the board wanted the agent to research and provide written answers to those questions.

The Board also clarified that the expectation that matters transmitted to Board members via email less than 24 hours prior to the time of the meeting may be unrealistic. The board was reminded that tonight’s meeting was only 6 days after the last meeting.

ON MATTERS RELATED TO BOARD MEETING DECORUM AND ORGANIZATION:

The property manager had submitted a written set of guiding rules for the board to consider which addressed specific areas of meeting decorum with language including reference to Robert Rules of Order.

Upon a motion made by Charles Glasser, seconded by Eddie Hicks,

It was voted 17-25: to approve the use of the Latest Edition of Roberts Rules of Order for small boards, for the proceedings of the board and all it's committees, motion carried unopposed.

Motion passed.

ON MATTERS RELATED TO THE COMMITTEE CHARTERS:

The board discussed what limits and requirements would be placed on the committees. A summary of descriptions had been emailed out to the owners seeking additional volunteers which did not include the Social committee or the description on the IT committee. A follow up email will be sent. There have been responses from more than 40 owners seeking to be a part of various committees.

The board president offered a shortened charter which would be the same for all committees and would only require the liaison to fill in the number of people of which would be on the committee. The board made some adjustments to clarify the items on this "boiler plate" charter (a copy of which is as follows):

- 1) Committee Will consist of ____ members. But in no event less than 3 members
- 2) Members and Chair of the committee will be appointed by the board of directors.
- 3) Committee members and the chair can be removed and or reappointed by the board at any time
- 4) The association shall provide telecommunications interface if necessary
- 5) Meeting minutes must be produced within five days of a meeting to the board liaison to the committee
- 6) Committee chair with interface with River Strand (RS) property management company point of contact (POC) within the committees area of responsibility (AOR)
- 7) Committee chair can request data from their POC needed for the area that they are reviewing. Any recommendations resulting from the analysis will be presented to the board of directors to determine if the recommendation will be implemented. The board is the only group authorized to give directions to our management company on behalf of River Strand Association
- 8) Committee will research and provide responses to the board within the required time frame when requested
- 9) Committee charter can be updated by the board at any time
- 10) All River Strand residents, including current members of the committee can apply every year for membership on the committee
- 11) River Strand residents must be notified prior to each meeting by the committee. The committee can post a regular scheduled meeting with the same date and time every month and publish in the monthly newsletter.
- 12) Committees shall meet on a monthly basis.

Upon a motion made by Scott Hancock, seconded by Anita Tierney,

It was voted 17-26: to adopt the above listed as the committee charter for all committees with the exception of the fining, compliance, and Architectural review committees, motion carried unopposed. **Motion passed.**

The Board agreed to fine tune the generic charter language prior to official distribution to Board-approved committees.

Upon a motion made by Anita Tierney, seconded by Mike Fisher,

It was voted 17-27: to appoint the finance committee with the following persons assigned to the committee: Paul Bondi, Tim Curran, Linda O'Brien, and as chairperson Alan Sukoneck, motion carried unopposed. **Motion passed**

ON MATTERS RELATING TO THE APPOINTMENT OF LEGAL COUNSEL:

A retainer agreement has been signed with the Law Firm of Wells, Olah, PA. We are waiting for the countersignature of the partners of the firm and this appointment will be in place.

ON MATTERS RELATING TO THE APPOINTMENT OF A RESERVE AND DEFECT ANALYSIS FIRM:

A meeting has been set up this week to talk with both of the final two applicants

ON MATTERS RELATING TO THE SELECTION OF A CPA FIRM:

Engagement letters have been received from the firm selected and a timeframe to complete and have them signed was set as a goal to be done by early in the week of March 27th.

ON MATTERS RELATING TO BOARD COMMUNICATIONS:

Bob Walsh met with the property manager and the Social Director (who is the person that controls the email system), and determined that any communications created in word could be copied and pasted into an email template and sent to all owners. A question for Cybergolf our provider relating to why these emails are delayed or received at different times was raised.

At the last meeting the owner of ICON offered to get a formal response from Cybergolf about the issues related to the board members utilizing an @riverstrandgolf email address as had been provided by the property manager. The issues seem to be related to the type of devices the members are using, or Cybergolf website interface. A proposed solution has been for the members to employ a client email program to process the email. The board requested a response from ICON on what Cybergolf says prior to the meeting on March 27.

ON MATTERS RELATING TO ARCHITECTURAL APPROVAL:

The developer has relinquished control of the approval of ARC submission from owners of existing homes which have been sold. March 21st was to be the next time when application

would be considered for approval. The property manager has reviewed 14 applications and has 6 more to possibly submit, so it is important that a committee be formed to make decisions so as not to punish the owners that have submitted based on the current guidelines as are currently in place.

Upon a motion made by Anita Tierney, seconded by Terry Lyons,

It was voted 17-28: to utilize the existing ARC guidelines and appoint Charles Glasser, Eddie Hicks, and a person to be determined from the community by these board members to approve the current applications, motion carried unopposed. **Motion passed.**

ON MATTERS RELATING TO NEXT MEETINGS AGENDA:

- 1) Insurance
- 2) Email issue response from ICON and Cybergolf
- 3) Teleconference capability
- 4) Reserve study and CPA
- 5) Start of department job descriptions

OTHER ITEMS OF DISCUSSION:

- 1) Manager was authorized to remove from the riverstrandgolf.com website the "proposed River Strand covenant changes" as these have not been reviewed or authorized by the current board
- 2) Should transfer members be allowed to participate and win the couples club golf championship
- 3) Incidents which have been reported by members to the guard house and the follow up by River Strand staff to community concerns. Members were reminded that the guard and the river strand staff are not the police force and that owners who witness potential crimes in progress are directed to contact police and file a report. The manager has contacted ALERT management to remind them of the Post Order which states that when items such as these are reported that the guard is to request the person to contact police or that the guard is required to contact police on the residents behalf
- 4) Over the weekend an electrical issue caused the main pool pump which was replaced in January to cease functioning. The manager and the pool maintenance company responded on Sunday afternoon to the issue and determined the problem to be with burned out wiring. Arrangement had been made on Sunday to have an electrician to the property first thing Monday morning at which time the problem was corrected. The manager communicated what the electrician had shown him that the connections box which is located on the 15 HPS pump is too small to utilize a hardened wire connection system. The electrician has corrected the problem and hardened the wiring as best he can within the space provided. This is of note and consideration for the engineering study.
- 5) There are 3 dead Washingtonian palm trees at the front entrance which are 40' tall, and an additional dead tree at the tennis court parking lot. These are scheduled to be removed on March 31st. The manager pointed out there are 2 dead sago palms on the perimeter along Port Harbour parkway between Cuddy cove and the entrance to the Sanctuary that may be dead and have to be removed as well.

Next meeting to be held on March 27, 2017 at 6PM at the offices of ICON management

There being no further business the meeting was properly adjourned at 8:54 PM.

Respectfully Submitted,

____rtw_____, Secretary on Behalf of River Strand Golf and Country Club, Inc.

Shaun Fitzer, LCAM On Behalf of River Strand Golf and Country Club, Inc.