

**CENTER GATE ESTATES VILLAGE CONDOMINIUM  
ASSOCIATION, SECT. 3  
ORGANIZATIONAL Meeting Minutes  
January 8, 2022 - Pool Ramada  
Immediately following Annual Meeting**

**ESTABLISH QUORUM/CALL TO ORDER**

Leslie Torok of Prokop called the meeting to order at 11:08 a.m. New or returning Board members also present; Sandy Wilson, Jean Schwied, Bud Hissam and Mike Prater. Deb Antonucci was absent. Outgoing president, Connie Gay, and Jeanne Oyer stepped down, and were thanked for their service.

**DISPERSAL OF MINUTES** – *Jean Schwied moved to approve and accept the minutes of December 14, 2021, with the correction to strike the words “roofing policy” and replace with “roofing committee objective;” 2<sup>nd</sup> by Bud Hissam; unanimous.*

**BOARD ELECTIONS OF OFFICERS FOR 2022**

*Bud Hissam moved to elect the slate of officers below; 2<sup>nd</sup> by Mike Prater; unanimous. Officers are as follows:*

President	Mike Prater
Treasurer	Bud Hissam
Secretary	Jean Schwied
Director	Sandy Wilson
Director	Deb Antonucci

**BUSINESS**

**COMMITTEE REPORTS**

**Roofing Committee (Full report appended to the minutes on file)**

Ron Schweid, Chair. Members: Dan Space, Bob Tate, and Board liaison, Bud Hissam.

- Committee Submitted: Two drafts of a Notice to the Board Form, which is required to be submitted to the Board of Directors at least \_\_\_\_ days before owners plan to have a new roof installed. (Board requested to specify time.)
- Both drafts stipulate that the contract for new roofing be by an appropriately licensed and insured contractor, and that the proper County permit(s) have been secured and posted.
- The committee noted that the formerly approved shingles are no longer available and recommended that the Board approve the addition of language stating that shingle specifications be the installation of CertainTeed Landmark Pro with a 130 mph wind warranty and the color shall be Max Def Mojave Tan.
- Both drafts contain the shingle specifications as outlined above, with the difference between Draft 2A and Draft 2B being that Draft 2A stipulates that both unit owners in the 2-unit building must replace roofs at the same time, and Draft 2B does not.
- After much discussion, the Board elected to adopt Draft 2A, eliminating the need for the Board to arbitrate whether or not individual owners can re-roof their own side of the villa, keeping the language in the governing documents which states that both owners should replace roofs at the same time.

continued

- The Board added the time frame to submit the Notice to the Board at 14 days prior to anticipated installation.

Leslie apologized to the owners present about the bank change to Centennial from Sabal Palm, as it has not gone smoothly at all. Owners will be receiving coupon booklets whether or not they have attempted to pay their maintenance fees with Auto-Pay, and Prokop advises that by the 20<sup>th</sup> of the month all is hoped to be in place for re-submission of auto-pay forms, in time for the February pull. Any previously rejected submissions which have been given to Prokop will be re-submitted for the owners by Prokop directly to the bank contact for Association services.

#### **Association Insurance Renewal**

-It was noted that the Association Insurance policy package is due to expire (and renew) February 1. Dan Space is working on it with the Atlas agent.

- Leslie was asked to send possible dates of availability to the Board for future monthly meetings. (Subsequent to this meeting, it was determined to meet on the third Monday of the month at 11:00 a.m.)

**ADJOURNMENT** – Leslie adjourned the Organizational Meeting at 12:07 p.m. on a motion by Jean; and a 2<sup>nd</sup> by Mike.

Respectfully Submitted for the Secretary by  
Leslie Torok, CAM  
Prokop P.A.