

**OceanTree Condominium Association, Inc.**  
**3400 North Ocean Drive**  
**Singer Island, FL 33404**

**Board of Directors Meeting Minutes**

**DATE:** Thursday, March 09, 2023  
**HOUR:** 6:30 PM  
**PLACE:** OceanTree Club Room  
3400 North Ocean Drive, Singer Island FL 33404  
**PURPOSE:** March Board of Directors Meeting

- **Call to Order & Roll Call:**

President, Larry Griffin, opened the meeting at 6:30 PM.

**Roll Call:** Barbara Beal called the roll with the following Directors present:  
Larry Griffin (President), Chuck Zubak (Treasurer); Greg Oatis (Director); Johannes Neckermann (Director); Larry Law (Director). Theresa Manziano-Santoro (Director) via phone.

- **Determination of a Quorum:** A Quorum of the Board was present.
- **Reading and disposing of unapproved minutes;** Chuck Zubak motioned to approve the prior meeting minutes. Motion was seconded by Larry Law. Motion passed unanimously.
- **President's Report:** Larry Griffin welcomed everyone to the meeting and commented on how pleased he is with how the building is starting to look. The lobby floor stripping & polishing will be completed shortly which will bring back the original shine and look to the floor tile. We worked hard interviewing the many contractors that bid on the mold remediation job and found Chandler Construction to have the most experience with this kind of work. We are in the process of finishing the contract details and should have an executed agreement shortly. We plan on starting the work asap in the hopes to be completed by Christmas of 2023 barring any unforeseen events. We feel that the supply timeline of material is starting to ease so delivery times should be between 8-12 weeks from time of ordering. In the meantime, we will be starting the mold remediation, carpet removal, tile removal and door trim sanding and prep work as soon as we solidify the contract with Chandler.
- **Treasurer's Report:** Chuck reported that the association's operating account has \$58,000 with \$620,000 in the Special Assessment account as of March 9, 2023. Chuck is projecting to be under budget but with a deficit on the bank account of \$30,000 due to the many unforeseen expenses we experienced.
- **Manager's Report:** Frank gave a brief report about the a/c pump that is ordered and should be installed within the next 8-weeks. The landscaping and irrigation are being maintained and replaced as needed.

- **Unfinished Business:** N/a
- **New Business:** N/a

**Owner Comments:** The meeting included participation from conference callers and present condominium members.

**Adjournment.** Chuck motioned to adjourn the meeting. It was seconded by Johannes. The meeting was adjourned at 7:30 PM.

**Signed:** \_\_\_\_\_  
**By:** \_\_\_\_\_  
**Position:** Secretary  
**Date:** 4 / 13 / 23