



EMERGENCY BOARD OF DIRECTORS MEETING

Villas Of Amberwood Clubhouse

Thursday 27th May, 2010

7:00 p.m.

1. Call to Order:

- Andrea De La Rosa, President Director, called the meeting to order at 7:25 P.M.

2. Quorum:

- The following board members were present to form a quorum
 - i. Johann A. Ali, Secretary Director
 - ii. Beverly Akerblom, Director
 - iii. Andrea De La Rosa, President Director
 - iv. Felix Castillo, Treasurer Director
 - v. Carlos Arango, Director
- No representative of Atlas Property Management Services, Inc. was present due to the nature and timing of the meeting.

3. Officer Reports:

- Due to the nature of the meeting, no officer reports were prepared nor required for presentation.
- Andrea provided the March 2010 and April 2010 Financial Statements as provided by Atlas.

4. Purpose of the meeting:

- The meeting was called at the request of Beverly Akerblom to discuss matters affecting the Board's cohesiveness, effectiveness, and mode of operation relating to lack of communication and unilateral decision-making by one or two members of the Board of Directors, thereby failing to inform and obtain majority board approval for actions taken on behalf of the Board of Directors.
- Beverly:
 - i. The majority of the Board MUST approve any Board of Directors action and any waivers of the rules and regulations at all times.
 - ii. At no time should anyone take decisions on their own without the majority of the Board of the Directors, nor without informing the rest of the Board Members.
- Moving forward, no one will take any action that affects the community without informing the ENTIRE Board of Directors **and** without the approval of the majority of the Board of Directors. Every member of the Board of Directors, who stated this individually, made this commitment.

5. New Business:

- **Violations:**
 - i. On May 15, 2010: Unit 54-5 (Ochoa) tenants had tables and chairs on the common areas behind the unit. Also had a live flame (tiki torch) in the common area. Need to send warning letter to the owner and tenant.
 - ii. On May 16, 2010: Unit 49-5 (Calero). Had tent, parties and chairs on the common area behind the unit. She received a warning on March 10, 2010. She should be fined, because although she sent an email request to the Board on May 13, 2010, no authorization was received as no response was sent from the Board, which does not constitute receipt of authorization. Johann to send a letter of violation about the



incident within the context of complaints from neighbors and prior warnings given, as well as action taken for Ochoa's unit.

- iii. Johann Camargo's unit: being occupied by two women who were former occupants of Unit 65. Supposedly they are only there while their new place is being prepared. They purport to be his cousins. Johann to send a warning letter to Johann Camargo reminding them about the rules regarding unauthorized occupancy, and a sworn statement about his relationship to the occupants (Keyla Valbuena), their move-out date, and lease/no-lease arrangements. Felix had all of this information and neglected to inform the rest of the Board.
- **Abel's Work:**
 - i. To be supervised by Angel Alvarez at Atlas.
 - ii. Felix to provide Johann with a copy of his license and insurance certificate showing Villas Of Amberwood Condominium Association, Inc. as additional insured no later than Tuesday, June 1, 2010. His employer is Action Quality Cleaning.
 - Angel to get a proposal for new sprinkler maintenance service effective July 1, 2010 or August 1, 2010, depending on the timing.
 - **Beverly:**
 - i. Would like the landscaping around the clubhouse done – no objections by any board members.
 - ii. Dispose of the unwanted furniture in the clubhouse – no objections by any board members.
 - iii. Courtyard gates need to be repaired. If they are beyond repair, the gate needs to be removed and not replaced. If the unit owner wants the gate replaced, they can pay for the replacement, which must be identical to the existing ones. There were no objections by any of the board members.
 - iv. Courtyard tiles are broken and need to be replaced. Abel must inventory the courtyards that have broken tiles so that this project can be started. There were no objections from any of the Board members.
 - v. Unit 10132 should have the balcony tile removed and the balcony re-sloped to prevent water backing up toward the bedrooms. Abel will use pressure-treated lumber only and provide receipts of purchase of the lumber.
 - Paint the exit gates and the fence panels to match VOA III.

6. Updates:

- **Landscaping Contract:**
 - i. Luis Garcia Land Service has signed the contract presented to him in March 2010 reflecting a two-year term at \$500 per cut, with a total of 48 cuts for the term (2 cuts per month).
 - ii. Atlas will submit the fully executed agreement for the 2010-2012 service period and pay Luis Garcia for the period January 2010 to May 2010.
- **Fire Extinguishers:**
 - i. Fire Permit check has been cut and Johann is authorized to proceed with the proposal received from Triangle Fire in June 2009 for the installation of the remaining 18 extinguishers.
 - ii. Johann to coordinate with Triangle Fire ASAP.
- **Waste Disposal & Recycling Contract for 2010-2011:**
 - i. Based on the review of the cost proposals, the Board of Directors selected Waste Services, Inc. was selected based on overall price and reputation.
 - ii. The contract will be for one year beginning July 1, 2010 and will not automatically renew.
 - iii. Will try to get a service guarantee written into the contract, similar to what WMI.



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- iv. Will need M-W-Sat pickups.
 - v. Make sure that an education program for the single-stream recycling is implemented, and brochures are provided for the unit owners.
 - **Newsletter:**
 - i. Need to send ASAP – target date June 11, 2010 out to the unit owners
 - ii. MUST include:
 - 1. Hurricane Preparedness
 - 2. Pool Rules – food, alcohol, tampering with equipment
 - 3. Litter
 - 4. Trash enclosures
 - 5. Single-stream recycling
 - 6. Parking
 - 7. No use of common areas for parties, events, etc.
 - **Signs:**
 - i. Pool signs to not tamper with rescue equipment ready to be installed.
 - ii. City of Doral Police signs are ready for installation. Two signs must be installed as requested by Doral PD:
 - 1. On the south fence of the pool fence.
 - 2. On the fence wall in front of Building 5
 - 3. On the front gate
 - 4. Median of west parking lot
 - 5. Next to the existing pet station at Building 7
 - **Work done without Permit:**
 - i. Cable installed not to code and without permit from the clubhouse to the parking lots by the east end of Building 5, and along the north side of the tennis courts.
 - ii. Johann provided last clear chance warning about not doing the work with a permit and the risk involved with pursuing that line of work.