

**Clubsid Reserve at the Vineyards Condominium Association,
Inc.
Board of Directors Meeting
April 11, 2011**

Accepted May 5, 2011

Minutes from a Board of Directors/Owners meeting for Clubsid Reserve at the Vineyards Condominium Association, Inc. held on April 11, 2011 at 3:00 p.m. at the Clubsid Reserve Clubhouse, Naples, Florida.

DIRECTORS PRESENT: Ellen Watts, Woody Graebe, Sam Facciolo, Joe Killion, and Dick Casey

DIRECTORS ABSENT: None

ALSO PRESENT: Robert Baugher, Association Manager from Southwest Property Management Corp. and fourteen (14) members of the Association.

CALL TO ORDER: Proof of due notice and a quorum were established. The meeting was called to order at 4:00 p.m. by Ellen Watts.

SECRETARY'S REPORT/APPROVAL OF PREVIOUS MINUTES:

Woody Graebe made a motion to dispense with the reading of the minutes of March 7, 2011 and accept them as written. Dick Casey seconded, and the minutes were approved unanimously.

Manager's Report: Robert Baugher explained that proof of insurance is no longer required and there are currently two outstanding violations of the covenants, one of which may already be resolved.

Treasurer's Report: – Sam Facciolo said the March financial had not been received yet but he did report on the investments.

Committee Reports:

Building Committee: Sam Facciolo read the attached report and recommended insurance and contractor guidelines. Sam reported that painting will begin this summer and recommended Florida Painters out of four bidders.

Gate Committee: Ellen Watts reported that the gate is working well and there has only been one vandalism incident.

Lake Committee: Woody Graebe read the attached report submitted by Jim Kelley.

Landscape Committee: Dick Casey read the attached report.

Pool/Spa Committee: Sam Facciolo presented the attached report.

Social Committee: Dick Casey read the attached report submitted by Gloria Taylor and Claudette Casey.

NEW BUSINESS:

Lease request: A lease request submitted by Bower (6190 Reserve Circle #301) was approved by the Board, closing out one of the two outstanding violations.

Architectural Modification Requests: *Sam Facciolo made a motions to approve Architectural Modification requests at #501 and #602 to enclose lanais with glass. Joe Killion seconded and the motions were unanimously approved.*

OLD BUSINESS:

Drainage – There was discussion of \$3900 proposal to install a drain by the walkway to the Vineyards Country Club. The Building Committee was not in favor of proceeding so the Board will continue to investigate the issue.

OWNER COMMENTS and OTHER BUSINESS:

Woody Graebe explained that an owner with two cars had requested that he be permitted to use visitor parking to park his car because he claims he can't park it in the garage. Woody explained to the owner that two cars should fit in his two car garage per the covenants.

Insurance Guidelines: Sam Facciolo made a motion to accept the insurance guidelines for contractors as listed below. Woody Graebe seconded and the motion it was unanimously approved. The guidelines will be included in the handbook.

- Definitely make sure the contractor(s) expected to perform the work provide Clubside with a Certificate of Insurance issued to Clubside Reserve, naming Clubside as an Additional Insured with respects to the General Liability Coverage. The Certificate should reflect at least the following Coverage and limits:
- General Liability Coverage - \$1,000,000 Per Occurrence; \$2,000,000 General Aggregate; \$2,000,000 Products/Completed Operations Aggregate
- Automobile Liability Coverage - \$1,000,000 Combined Single Limit, including Owned, Hired and Non-Owned Automobile Liability
- Workers' Compensation – Statutory Limits and \$100,000/\$500,000/\$100,000 Employers Liability
- If any Architects or Engineers are involved then also require: Professional Liability - \$1,000,000 Per Claim Limit
- It is advisable to have the unit owner as well as Clubside Reserve listed as additional insured. This is required by our Insurance Company.

Contractor Guidelines: Sam Facciolo made a motion to accept the contractor guidelines as listed below. Woody Graebe seconded and the motion it was unanimously approved. The guidelines will be included in the handbook.

- All Contractors must have a Collier County license and follow all the proper procedures of Collier County.
- Contractors insurance must comply with the insurance Guidelines
- A Collier County Building permit must be obtained.
- The REQUEST FOR REVIEW and MODIFICATION REQUEST Acknowledgement forms needs to be filled out with all the pertinent info attached before the Building Committee and then the Board can act on a request.
- The NOA (Notice of Acceptance) must also accompany the application.

- Clubside Reserve Condominium Association in the Vineyards should be named as additionally insured as well as the unit owner.
- The Board is required to send all applications to the VCA for their after approval.

Building Painting: Sam Facciolo made a motion to hire Florida Painters to paint buildings per the building committee recommendation. Woody Graebe seconded. The Board unanimously approved Florida Painters.

ADJOURNMENT:

There being no further business to discuss, the meeting adjourned at 4:15 p.m.

Respectfully submitted,

Robert A. Baugher, PCAM
Association Manager