

NOTICE OF MEETING

An open meeting of the board of directors of Carnelian Woods will be held at

4PM, Thursday, February 13, 2025

Location: This meeting will be held **virtually** via Google Meet. See connection links below.

Online: <https://meet.google.com/pwy-ozvg-gwn>

Google Meet Smartphone App code: pwy-ozvg-gwn

Telephone: +1 904-900-0934 and enter this PIN: 303 967 020#

To view more phone numbers, see: <https://meet.google.com/tel/pwy-ozvg-gwn?hs=5>

MEETING AGENDA

A. CALL TO ORDER/ROLL CALL

B. OPEN FORUM. During open forum, each attendee may address the board for up to three (3) minutes. A director or manager may briefly respond to statements made or questions posed. Speakers must observe rules of decorum and not engage in other disruptive behavior. If a speaker is in the middle of a sentence when time is called, he/she may finish their thought before sitting down. The time guidelines ensure that others will have an opportunity to speak. Speakers may not allot their time to others. All persons must follow the Meeting Rules listed at the bottom of this agenda.

***** ACTION ITEMS *****

C. REVIEW/APPROVE MEETING MINUTES

1. Review / Approve January 9, 2025, Monthly Board Meeting minutes

D. MANAGEMENT/FACILITIES UPDATE – Nicholas & Scott

1. Annual Unit Maintenance (previously Fall Maintenance) Update
2. CPO Certifications Update
3. Amenities Access Project – Scope of Work update - George

E. TREASURER'S REPORT

1. Budget
2. Reserves
3. Operating due to/from reserves

F. OLD BUSINESS

1. Employee Manual Update - Nicholas
2. Renewal or Termination of Pavilion Lease Update – Don
3. Insurance Ballot and Town Hall Update – George

G. NEW BUSINESS

1. Review / Approve issuing debit card to Facilities Manager
2. Review / Approve Management Contact Renewal

H. COMMITTEES

1. Insurance – George
 - a. Review / Accept Farmers Insurance settlement offer for bat-related work
 - b. Review / Approve Insurance Policy Renewals
 1. Commercial Package - Travelers
 - c. Discuss additional policies considered for renewal:
 1. General Liability – Atain
 2. Excess Liability – StarStone
 3. Commercial Auto Insurance Policy – Provider TBD
2. Strategic Planning
 - a. Update on FPE Panel Replacement planning
3. Architectural Review Committee – Committee Member Status update

I. FUTURE MEETING DATES

1. TBD (February), Insurance Ballot Meeting
2. Thursday, March 13, 2025 @ 4PM, Monthly Board Meeting
3. Thursday, April 9, 2025 @ 4PM, Monthly Board Meeting

J. RECESS TO CLOSED SESSION

1. Review / Approve January 9, 2025, Closed Session Minutes
2. Delinquencies
3. Employment/Staffing Matters

K. ADJOURNMENT

MEETING RULES: No audio or video recording allowed by attendees. However, the secretary may record the meeting to aid in the preparation of minutes. The recording is deleted once the minutes have been prepared. As provided in the "Open Meeting Act," members may observe the meeting but do not have the right to participate in the board's deliberations or votes. Members may address issues during the open forum portion of the meeting. If attendees become disruptive, they may be expelled from the meeting and/or fined.

A copy of the minutes or a summary of the minutes of the meeting will be provided to the unit's owners upon request, in electronic format at no charge to the unit's owner or, if the association is unable to provide the copy or summary in electronic format, in paper format at a cost not to exceed 25 cents per page for the first 10 pages, and 10 cents per page thereafter.