**Minutes**

**Admiralty Club Condominium**

**Workshop**

**Tuesday Staff Meeting**

**May 7th, 2024**

**Location of workshop: Admiralty Club Pelican Lounge**

 **3606 S Peninsula Dr**

 **Port Orange Fl 32127**

1. Call to order:
2. Roll Call: Mike Mikelic VP, Robert Morcerf Sec, Lisa Wingert (zoom), Wade Aylor (zoom). John Ryker (zoom), Dave Ahrend (phone in)
3. Approval of prior minutes by Wade Aylor and seconded by Mike Mikelic,

One amendment made to change the wording “by-laws” to “rules and regulations” this change was made.

1. Staff Reports:

Maintenance:

1. Dave: Painting roof latch at hatch to roof, South end faucet for car wash handle to be replaced, new emergency light needed for north stairwell, fire extinguisher boxes inspected-some need screw replacement and some need plexiglass.
2. Laura:

Pay-Elevator license fee, Sparkle Cleaners, hold Blue Water until next month. Insurance-first installment due and discussion followed.

Mostly up to date with receivables as it is still early in the month. We will roll-over CD’s.

1. Old Business:

John – Railing update Hiller may need more time to tweak the visual inspection.

Mike-Drainage pipes were scoped, awaiting price for re-lining the parking lot drainage pipes. South wall in progress, suggest we negotiate price for proper disposal.

1. New Business:

Back deck work discussed, table until June since we already have projects in progress.

Motion to adjourn by Mike Mikelic and seconded by Bob Morcerf

Post meeting, the board was notified of Susan Miller’s resignation from the Admiralty Club Board of Directors. Regretfully, Laura will notify owners of Susan’s resignation by email.