

Lantana Oceanfront Condominium Association, Inc.

1821 Hwy A1A Indian Harbour Beach FL 32937

Lantana Board of Directors held a meeting on March 17th, 2022 at 9:00 am as a hybrid meeting offering owners to attend in person at the Lantana Clubhouse - 1821 Hwy A1A, Indian Harbour Beach FL and online through a virtual meeting room provided by Zoom.

Minutes:

1. Call to Order: The meeting was called to order at 9:31 am. Present were Doug Gibson, Shirley Huffman, Tom Kenney, Steve Lindsey, and Terri Williams.
2. Quorum Established & Proof of Meeting Notice: A quorum was established, and the meeting was properly noticed 48 hrs. before the meeting.
3. Acceptance of meeting minutes dated 02-16-21: The Board spoke on February 16, 2022. The minutes were approved by common consent.
4. Financial Report: Shirley delivered the financial report. Shirley went over the insurance renewal costs have been a bit higher than forecast. The 2021 retained earnings could be used to support the budget if needed. A repair that was not done as scheduled in December was done in January posting that amount of repair in 2022. Shirley spoke on the reserves. The balcony work, doors, lighting, west garage structure, elevator modification for the clubhouse, A/C in the lobby, landing work, pool furniture, and gate contract. Shirley stated more analysis will need to be done. A new committee will be formed to look at the reserves.
5. Keys Management Report: Rick delivered his managers report on getting keys from owners for their unit, The washing of the roofs and A/C's had begun the beginning of February and will be done the first of the month, request for proposals for the water pipe replacement and garage pad repair are being put out to vendors, Motion detectors have been installed at the clubhouse, E blasts of the balcony project are sent to owners through email. It is reminded that owners complete and send in the leasing packet on their unit rentals.
6. Board Report: Tom Kenney delivered his report. Lights at the clubhouse have been left on. Some questionable activities have been detected in the clubhouse. Door detectors have been installed to alert Tom if anyone enters the clubhouse after 10pm.
7. Old Business
 - a. Balcony Status Report: Doug reported on the balcony work. The permit is being held up by the city. Once the permit is achieved the work will allow pouring of concrete.
 - b. EVSE Report: Tom reported: Went over the costs of the installation. One conduit and circuit will be provided for owners to use. This should allow sixteen (16) charges for owners to install. Charging back of common electric maybe done. Tom reviewed all the options to installing o

- c. Pool Gates: Steve delivered three quotes that have come in. Tom reviewed the proposals. American Fence at \$7314.00 was the better price. The installation would happen around Memorial Day. American Fence was chosen.
- d. Pool/Patio Furniture: Terri spoke about the pool/ patio furniture. Terri reviewed the different vendors, costs, and availability. The committee would like to accept Patio Depot's proposal at \$7769.70. Steve moved to accept the Patio Depot proposal at \$7769.70m with the pursue selling the old furniture. Doug seconded the motion. With all in favor, the motion was approved.

8. New Business

- a. Request to Form a Welcome Committee: Terri spoke back on the manager's report mentioning registering guests, visitors, and tenants. This includes the parking of vehicles. A Welcome Committee will be formed. Anyone interested connect with Rick at Keys Property Management or Tom Kenney.
- b. Amend Camera Policy: Terri spoke on the current policy. Terri suggests the word "security" be removed from the description and the reviewing the placement of cameras. Terri moves to accept the new video review policy. Doug seconded the motion. Shirley spoke on the review of the Association Attorney on the capturing of the video or still pictures. Tom suggests moving forward and provisional on an Attorney's review. Terri moved to accept the amendment to the motion. Steve motioned to the table until April 2022. With no one seconding the motion, tabling the subject does not move forward. The floor was opened for comment by attending owners. Terri was thanked for her work on the cameras. There was a conversation regarding adding cameras to the building lobbies. Tom- yes, Shirley- yes, Steve- sustain, Terri- yes, Doug- yes. With the majority of the Board voting yes the motion passes. See the attached Policy revision.

9. Committee Reports

- a. Landscape Committee: Bob's Landscaping was terminated on 3-18-2022, along with Truly Nolen. Sea of Green will begin taking over the landscaping of the community. The Dunes are being worked on between the rain interruptions holding the project up.
- b. ARC: On January 25, 2022, a kitchen modification for 4301. Shirley moved to approve the 4301 Kitchen modification. Doug seconded the motion. With all in favor, the motion was approved.
- c. Rentals: The Board spoke briefly about tracking unit rentals. This subject will be further discussed. The request of increasing the fidelity Bond from 160,000.00 to 185,000.00 was brought to the floor. Shirley will connect with the insurance company on the costs involved.

10. Adjournment: With no more business at hand the meeting was adjourned at 10:11 am.

11. Open Forum: The floor was open for owner comments.

~~Security Camera Video Review Policy~~ Lantana

Video Recording Review Policy

This policy defines the process and restrictions for reviewing video captured by the **Security Video Recording** Camera System at Lantana.

The security **video camera recording** system captures automobile license tags and live video, storing both in a DVR, and overwriting both after the DVR is full. The DVR is expected to preserve captured video for more than one month - based on a system of 5 motion cameras and one license plate capture camera. The DVR will be located within a lock box, within the electrical room of the Club House.

ACCESS to DVR: Access to the DVR requires keys to both the electrical room and the DVR lock box. Currently, BOD members and the property maintenance crew have keys, or access to keys, for the Electrical Room. The DVR lock box key will be stored within the IGLOO key lock box inside the club house meeting room. Keyless codes to the IGLOO lock box are issued by a designated BOD member or the Property Management Company. This prevents anyone from accessing the DVR without either BOD or PM knowledge.

REVIEWING VIDEO: Captured video shall not be viewed by anyone, except in the specific circumstances defined below:

- 1) Law enforcement or first responder requests to see captured video, any one or more BOD member(s) and/or Property Management Staff member shall be allowed to access and view captured video.
- 2) When an incident or violation has been reported and the BOD has decided to investigate the incident reported, ~~then no less than 2 BoD members, or one BoD member and one Property Management staff member, must be present to review captured video. This (two person rule) is similar to the policy of accessing apartments, when owners are not present, for the purpose of investigating an urgent situation (like a water leak).~~ **a majority of the BOD members shall be in agreement to view the captured video of the time and date described. The captured video requires only one BOD member to view, as there is no expectation of privacy in those common areas captured on video.**
- 3) Relevant video, that pertains to either 1) or 2), can be distributed for the purpose of informing the Association, or pursuing perpetrators of an incident.
- 4) No one shall purposely delete any captured video, unless required/recommended for the normal maintenance of the system.