

CASA DI AMICI CONDOMINIUM ASSOCIATION, INC.

A Corporation Not-For-Profit

MINUTES OF THE BOARD MEETING

Monday, September 22, 2025

A meeting of the Board of Directors was scheduled to take place on Monday, September 22, 2025 at the Clubhouse and Via Zoom video conference.

Notice of the Meeting was delivered to each Member and posted on the property prior to the meeting in accordance with the requirements of the Association Documents and Florida Statutes.

Call to Order: The meeting was called to order by Rob Luysterborghs at 1:09 pm.

The following Directors were present:

Rob Luysterborghs, Jennifer Smouse (Via Zoom), Cathy Spizzirri, Bob Graue (via zoom)

Glen Mock was not present

A quorum was present.

Brian Rivenbark from Sunstate Management Group was present.

Minutes – **MOTION** made by Cathy Spizzirri and seconded by Bob Graue to waive the reading of and accept the May 19, 2025 board meeting minutes. **Motion passed unanimously.**

Presidents Report – No Report.

Treasurers Report – As attached to these corporate records, Jennifer Smouse gave the report on the CDA August 2025, financials.

MOTION made by Rob Luysterborghs and seconded by Cathy Spizzirri to accept the August Treasurers report. **Motion passed unanimously.**

Landscape Committee: Cathy Spizzirri reported. There are landscaping proposals needing approval.

A Motion was made by Cathy Spizzirri and seconded by Rob Luysterborghs to approve Proposal 2351 in the amount of \$1,146 for sod installation. **Motion passed unanimously**

A Motion was made by Cathy Spizzirri and seconded by Rob Luysterborghs to approve Proposal 2352 in the amount of \$1,100 for sod installation. **Motion passed unanimously**

A Motion was made by Cathy Spizzirri and seconded by Rob Luysterborghs to approve Proposal 2418 in the amount of \$4,816.24 for sod installation. **Motion passed unanimously**

A Motion was made by Cathy Spizzirri and seconded by Rob Luysterborghs to approve the Proposal 2447 in the amount of \$175.00 for Tree limb removal behind 4275C. **Motion passed unanimously**

Discussion followed regarding raking and maintenance of CDA property that was cleared by VCA preserve cut.

Pool Committee: Cathy Spizzirri reported. A Pool service contract has been approved with Royal Pools. There were some repairs that were completed over the Summer. Pool deck repairs were discussed.

Maintenance Committee: Ed VanAtten reported. More fire extinguisher boxes need to be ordered. The globe lights being stored in the garage in 4433B will need to be moved to the storage unit. The water shut valves need to be replaced soon.

Social Committee: No Report

Unfinished Business: None

New Business

Discussion and Vote to approve Pye Barker for fire safety inspection in 2026

A MOTION was made by Rob Luysterborghs and seconded by Cathy Sprizzirri to approve the Pye Barker proposal contract for fire safety inspection in 2026 in the amount of \$8,074. **Motion passed 3-1 with Jennifer Smouse voting no**

Approve Heights Aluminum proposal for Gutter Repair

A MOTION was made by Rob Luysterborghs and seconded by Jennifer Smouse to approve the Heights Aluminum proposal for the gutter repair at 4202 and 4422 in the amount of \$2,280.07. **Motion passed unanimously**

Approve Royal Pool Service Contract:

A MOTION was made by Rob Luysterborghs and seconded by Jennifer Smouse to approve the Royal Pool service contract for the pool maintenance at the Cabana Pool at \$475.00 per month base price with additional fees for proactive maintenance. **Motion passed unanimously**

Discussion and Vote to Approve Sidewalk repairs near Cabana Pool

The Sidewalk repairs near the cabana pool are the responsibility of VCA

Discussion of replacement of carriage lights on garages and other light fixtures and light bulbs:

Ed Van Atten presented process for coach light replacement.

A MOTION was made by Rob Luysterborghs to approve \$7780.96 for the carriage light replacement on the garages. **NO Second to the Motion. The carriage light discussion was tabled until October meeting.**

Fountain Light Issues:

Rob Luysterborghs reported that the fountain light keeps going out. The vendor has been called several times. Discussion followed regarding the fountain light issue. Sunstate will get proposals to replace the fountain timer to a digital timer with a battery backup. And a proposal to have the fountain light replaced.

A MOTION was made by Rob Luysterborghs and seconded by Jennifer Smouse to pay the last WET repair invoice. **Motion passed unanimously**

Discussion of Formation of Finance Committee: Rob Luysterborghs reported. The formation of a finance committee was suggested. Volunteers will be appointed.

A MOTION was made by and seconded by to form a Finance Committee to help with the Budget process.

Consideration of Imposing Fines for Rental Violations 4250C Vicenza & 4210B Vicenza: Rob Luysterborghs reported. The condominium documents state that no unit can be rented without prior approval by the Board with an application process.

Both issues were discussed and the Board will not proceed with imposing fines on both owners.

Rentals: 4442A 4210B 4206A

A MOTION was made by Rob Luysterborghs and seconded by Cathy Spizzirri to approve the rental applications at 4442A Corso Venetia. **Motion passed unanimously**

A MOTION was made by Rob Luysterborghs and seconded by Cathy Spizzirri to approve the rental applications at 4210B Corso Venetia with the provision of current insurance card. **Motion passed unanimously**

A MOTION was made by Rob Luysterborghs and seconded by Cathy Spizzirri to approve the rental applications at 4206A Vicenza. **Motion passed unanimously**

Renewals: - 4250C, 4258D

A MOTION was made by Rob Luysterborghs and seconded by Cathy Spizzirri to approve the lease renewal at 4250C Vicenza. **Motion passed unanimously**

A MOTION was made by Rob Luysterborghs and seconded by Cathy Spizzirri to approve the lease renewal at 4258D Vicenza. **Motion passed unanimously**

Sales: 4210D, 4430A

A MOTION was made by Rob Luysterborghs and seconded by Cathy Spizzirri to approve the sales application at 4210D Vicenza. **Motion passed unanimously**

A MOTION was made by Rob Luysterborghs and seconded by Cathy Spizzirri to approve the sales application at 4430A Corso Venetia. **Motion passed unanimously**

ARC: 4258B flood barrier

A MOTION was made by Rob Luysterborgh to approve the ARC request at 4258B Vicenza for hardware placement on patio doors for panels to be applied for flood protection as long as it is only placed 48 hours before and after a hurricane. **There was no second so the motion failed.**

Any other New Business: There was a discussion regarding the dirty carpet at 4224B.

Owner Comments: Owner comments were taken and answered from the floor.

Next meeting: October 27, 2025 at 1:00 pm.

MOTION made by Rob Luysterborghs and seconded by Bob Graue to adjourn the meeting. **Motion passed unanimously.**

The meeting adjourned at 2:58pm.

Respectfully Prepared by
Brian Rivenbark,
Licensed Community Association Manager for
The Board of Directors at Casa di Amici Condominium Association, Inc.