

# Hammocks Cape Haze Architectural Review Committee

## Approved Meeting Notes

June 12, 2017

**Call to Order:** Meeting was called to order at 9:04AM by Charlie Hamilton.

**Proof of Notice:** Notice of meeting was posted 48 hours prior to meet.

**Certification of Quorum:** Present in person was Charlie Hamilton, and present via conference call was Carolyn Maddy-Bernstein and Jeff Dreher, to establish a quorum. Ed Tatro and Gary Boehler were not in attendance. Also present was resident Sam Desiderio, and office manager Cristina Olsen.

**Approval of Minutes:** Carolyn Maddy-Bernstein moved to approve the May 11, 2017 Minutes; Charlie Hamilton seconded. **MOTION PASSED UNANIMOUSLY.**

### Old Business:

- I. **Review Window Standard:** The Master Board did review this standard and would like further clarification from the ARC. No color code is mentioned on this standard as it only states "white in color". Charlie Hamilton did confirm that, according to the vendor, there is only one shade of white available. The standard also mentioned "Frame may be aluminum or vinyl construction", however the Master Board was concerned about the longevity of vinyl due to the sun exposure. Jeff Dreher was able to confirm that vinyl is more often used rather than aluminum. The vinyl is designed to withstand exposure to the sun and should show little to no noticeable fading over a long period of time.

Lastly, this standard does mention the word "equivalent" and the Master Board would like for this to be defined by the ARC. Charlie Hamilton will work with the vendor on obtaining a spec sheet for the window product. This spec sheet will be the definition of an "equivalent" product.

- II. **Review Lanai Railing Standard:** The Master Board did review this standard and would like further clarification from the ARC. The word "electric" will be changed to "electro". The color code will be added and defined as it shows on the Screen Frame Maintenance Standard. This will ensure that the standards and colors codes match.

### New Business:

- I. **ARC Notification Forms:** The office manager mentioned receiving 2 ARC notification forms. Owners may proceed with their updates, as the standards already exist. The office manager will follow up once work is completed in order to notify the Committee that the standards were followed. As part of our process moving forward, the office manager will add notes, sign, and date these forms upon

inspection of completed work. Once completed, the updated form will be scanned and kept on file for the unit.

**Date of Next Meeting:** The next meeting will take place Monday, August 10, 2017 at 9AM.

**MOTION:** Carolyn Maddy-Bernstein moved that the meeting adjourn at 9:24AM; it was seconded by Charlie Hamilton. **MOTION PASSED UNANIMOUSLY.**