**ROTHMOOR ESTATES**
**CONDOMINIUM ASSOCIATION, INC.**
**January 6, 2017 Regular Board Meeting**
**MINUTES**

The order of business for the Board of Directors Meeting was conducted as follows:

- **Call to Order:** The January 6, 2017 Regular Meeting of the Board of Directors of Rothmoor Estates Condominium Association, Inc. was called to order by Wayne Biggert at 3:00 P.M.

- **Certifying Quorum/Roll Call:** Wayne Biggart, Marlena Dye, Nancy Camerano, Laura Gunn and Liza Miller were present, constituting a quorum to continue. Also present was Pat McElroy, property Manager from Resource Property Management.

- **Proof of Notice of Meeting:** This Notice was posted on the condominium clubhouse door 3 days in advance of the meeting by the order of the Board of Directors and in compliance with the Florida Statutes.

- **Reading and Disposal of any Unapproved Minutes:** Marlena Dye made a motion to approve the Dec. 29, 2016 Organizational Meeting, seconded by Laura Gunn. Minutes were approved by unanimous consent.

- **Announcements/Discussions:** The following items were discussed by the Board with input from Sandy Biggart:
  Meeting and Agenda Procedures
  Importance of knowing and supporting documents
  Clarify Duties of Board Members
  Rules and Means for handling public distribution of personal phone numbers and emails and how owners can opt out of publication in writing.
  Board Member Legal Certification Methods
  Legal requirements for owners providing board with access to units
  Just In Time Plumbing to again serve Rothmoor with plumbing needs

- **New Business:**
  **Accepting Resignations:** Motion by Liza to accept resignations of Bobby Coogler and Chuck Hall, seconded by Wayne. Motion passed by unanimous consent
  **TOC**: Laura made a motion to nominate Sandy Biggart, Marlene Dye and Nancy Camerano to the TOC, seconded by Wayne. Motion passed by unanimous consent.
  **Notary Cost:** Motion by Wayne for the Association to pay the cost of Laura Gunn and Jim Pettit getting a notary to be used only for Rothmoor business, seconded by Marlena. Motion carried by unanimous consent.
  **Scheduling Regular Board Meetings**: Wayne made a motion to schedule Regular Board Meetings for 3:00 P.M. the third Monday of each month, seconded by Laura. Motion carried by unanimous consent.

- **Adjournment**: Liza made a motion to adjourn, seconded by Laura. Motion passed by unanimous consent. The Regular Board of Directors Meeting was adjourned at 4:18 P.M.

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**Secretary, Liza Miller** **Date**