

March, 2011

We have completed our first board meeting with our new board of directors. I would like to recap some of the items that were discussed. Of course, the minutes of the meeting will be sent to you soon and they will be posted to our website [daytonasandcastle.com](http://daytonasandcastle.com).

1. It was resolved by the board that all exterior doors to your unit must be repaired and painted as soon as is possible. The paint is in the office and you can check it out with Sue for your use. All storm/screen doors should be either almond or painted to match the building walls. That paint is also available through the office. The owners are responsible for this work. You can either contract the work out or do it when you are on property. Please take care of this prior to hurricane season, if possible.
2. All defective windows **MUST** be replaced prior to hurricane season. If you receive a notice from the office that your windows have been deemed to be defective, please take care of this issue. Our bylaws require that the board must maintain the integrity of the building and that owners are required to make the necessary repairs to their unit (at their own expense) Article VI, Section 2a . Please check with the office to make sure that your vendor is installing the proper windows/doors that comply with all state codes and that the windows are in compliance with the rest of the windows in the building.
3. Once again, I must ask all owners to comply with our rule that all common door keys must not be given to any vendor (especially Real Estate agents). ALL VENDORS must contact the office for entry to our building. If you have a vendor that needs access to the building on the weekend, they must contact the office and be issued a code for access for that weekend end only. We have too many people who have entry keys that are not authorized to be here. If you rent your unit through anyone other than our office, you should leave the entry keys with Sue in the office and your renter must check in at the office to obtain the keys and obtain a parking pass. We have gone to great lengths to secure our building for our owners and guests and we need everyone's cooperation.
4. We will be replacing our garage door in the next couple of weeks. We have done our research and feel confident that we have chosen the preferred vendor.
5. If you have any suggestions for future improvements to the property or any concerns, please put those suggestions in writing and email them to the board of directors. We are trying to keep Sue free to perform her duties with the staff. We want to hear from you and welcome suggestions, but please address them to the board.
6. When entering the property from the beach, please use the hose provided at the foot of the steps to thoroughly wash your feet/shoes/chairs/umbrellas, etc. before entering the building. The pool is for swimming, not for rinsing of the above mentioned items. Sand in the pool clogs the filters and pumps, causing major damage to our equipment. We constantly find huge amounts of sand in the elevators where people have not rinsed their shoes/equipment.

Our restoration project on the walkways is finally winding down. Hopefully, we will be completely finished within the next two weeks. Our building looks great and we are ready to enjoy the Spring and Summer months. If you are allowing guests to use your unit at any time, make sure that they are aware of all of our rules. Remember, our condominium is a home, not a motel. We want everyone to have a pleasant stay and to maintain our property. Don't forget to email me at: [nancyargo@hotmail.com](mailto:nancyargo@hotmail.com) if I can be of any assistance to you.