

# Imperial Golf Estates Homeowners Association, Inc.

c/o Sandcastle Community Management  
9150 Galleria Court, Suite 201  
Naples, FL 34109  
Phone: 239-596-7200

## Minutes

### Board of Directors Meeting

December 20, 2018

8:30AM

Weybridge Clubhouse, Imperial Golf Estates

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- Call to Order:** The meeting was called to order at 8:30AM by Vice-President, Scott Toth. The following board members were present: Nathan Celauro, Pat McCabe via phone and Charlie Litow, Patrick Keating via phone, Martha Mugford , also present James Kelly, CAM Director of Property Management representing Sandcastle Community Management and Mark Thieme IGE Superintendent .
- Proof of Notice/Quorum:** Notices on the community Bulletin Boards. Quorum was established.
- Approval BOD Minutes: November 29, 2018:**
  - A motion was made by Mr. Celauro and seconded by Mr. Toth to approve the November 29, 2018 board meeting minutes as presented. The motion was unanimously approved.
- IGE HOA Treasurer's Report - November 2018 Financials:** Treasurer, Pat McCabe

The following is select financial information for the IGEHOA for the month of November 2018:

#### Balance Sheet

Assets		Liabilities and Equity	
Cash	\$185,058	Current Liab.	\$157,332
Reserves	486,586	Reserves	486,586
Accts. Rec.	12,526	Equity	67,590
Other	27,338		
Total	\$711,508		\$711,508

The financial position of the HOA is good and it has adequate cash to meet its needs.

Monthly Income and Expense

Income

Budgeted \$110,608

Actual 106,949

Difference \$(3659)

Actual income was lower than budgeted due to lower newsletter and sales/transfer fee income.

Expense

Budgeted \$110,604

Actual 111,612

Difference \$(1008)

Actual expenses overall were slightly higher than budgeted.

Building and grounds expense was less than budgeted, but cable TV was higher than budgeted.

Treasurer's Comments:

No comments this month.

Financially yours,

Pat McCabe

Treasurer

- A motion was made by Mr. Celauro and seconded by Mr. Toth to accept the Treasurer's Report as presented. The motion was unanimously approved.

5. **IGEHOA President's Report:** Report not presented.

6. **GIB Report:** Mr. Celauro briefly discussed the front entry renovation to include painting of the guard house, installing a new roof and pavers at the entry.

**GREATER IMPERIAL BOARD, INC – Treasurer’s Summary Report for November 30, 2018 – No Dec. GIB Meeting**

**Income and Expense Statement as of 11/30/18:**

**Total Operating Income:** YTD Operating Income is \$311,312.31—over budget by \$8,414.44 because of gate access and interest income.

**Total Operating Expenses:** YTD Operating Expenses are \$309,422.15—over budget by \$6,519.16. Net Income is \$1,8955.28 over budget. While gate access control YTD is over budget, Smart Pass expense and other miscellaneous expenses are under budget, generating Net Income virtually even with the Year to Date Budget .

**Balance Sheet Items as of 10/31/18:**

1. Operations Checking Account: Cash for Operations	\$6,475.82
2. Cash for Reserves Balance:	\$425,717.95
3. Other Assets, incl. Accts Rec and Pre-paids:	<u>\$2976.92</u>
4. Total Current Assets:	\$435,170.69
5. Owner’s Equity	\$5,139.85
6. Current Liabilities	\$4,312.89
7. Reserves	<u>\$425,717.95</u>
8. Total Equity	\$435,170.69

**Balance Sheet Discussion** We have adequate cash on hand to meet our monthly bills.

*Martha Meyers*

Martha Meyers, GIB Treasurer  
H – 239-431-7434  
C – 612-819-0914  
lylehaven@aol.com

7. **Superintendent’s Report:** Mark Thieme

**Drainage;**

All drainage to be inspected, assessed and cleaned in January

**Entrada Gate;**

Gate locked in open position, waiting for a replacement part.

**Fence Repair**

Work to begin Dec 21

Residents, please remind your guests and vendors to use the 41 entrance.

8. **Beautification Committee Report:** Director, Charlie Litow . The committee recommends litigation for two property owners not in compliance.

9. **Architectural Review Board Report:** Director, Scott Toth.

Monthly Report  
 Architectural Review Board  
 December 18, 2018

The following requests were approved by the Architectural Review Board (ARB) for the period October 23, 2018 to December 18, 2018:

<u>NAME</u>	<u>ADDRESS</u>	<u>DATE REQUESTED</u>	<u>DESCRIPTION</u>	<u>STATUS</u>
WILLIAMS	1829 IGCB	11/20/18	REPAINT HOUSE	APPROVED
BARANICH/MCEVOY	1833 IGCB	11/18/18	NEW IMPACT DOORS	APPROVED
BARANICH/MCEVOY	1833 IGCB	11/18/18	NEW ROOF	APPROVED
SWEEN	1903 IGCB	11/12/18	NEW STORM CATCHERS	APPROVED
DARGENE	1917 IGCB	11/12/18	DUMPSTER	APPROVED
DARGENE	1917 IGCB	11/12/18	REPAINT HOUSE	APPROVED
BERNIER	1919 EMPRESS CT	11/30/18	NEW POOL DECK	APPROVED
SCHWARTZ	1933 PRINCESS CT	12/17/18	REPLACE ROOF	APPROVED
PATEL	1936 EMPLRESS CT	11/28/18	REPAIR FENCE	APPROVED
CHUNG	1943 PRINCESS CT	11/15/18	CONSTRUCTION TRAILER	APPROVED
SCHMITZ	1944 EMPRESS CT	11/20/18	PAVER DRIVEWAY	APPROVED
SCHMITZ	1944 EMPRESS CT	11/20/18	PORT O POTTY - 3 MONTHS	APPROVED
BARANCYK	1974 COUNTESS CT	12/10/18	REPLACE ROOF	APPROVED
LOWE	2106 IC	11/08/18	REPLACE POOL CAGE	APPROVED
COOK	2112 IC	11/10/18	REPLACE POOL CAGE AND EXTEND DECK	APPROVED
FOSHAY	2153 IC	11/06/18	RELOCATE MAILBOX	APPROVED
MAZANEC	2201 NOBLE CT	11/15/18	REPLACE POOL CAGE/RENOVATE DECK	APPROVED
CIABATTARI	2206 IGCB	11/13/18	INSTALL PROPANE TANK	APPROVED
CIABATTARI	2206 IGCB	11/13/18	REPLACE ROOF	APPROVED
CIABATTARI	2206 IGCB	11/13/18	SOLAR PANELS	APPROVED
VIK	2209 REGAL WAY	11/12/18	RIP RAP	APPROVED
VINCENT	2221 NOBLE CT	12/04/18	REPLACE POOL CAGE	APPROVED
VINCENT	2221 NOBLE CT	12/04/18	REPLACE ROOF	APPROVED

1. There are no requests that are pending further review by the Architectural Review Board for the period, October 23, 2018 to December 18, 2018.
2. There are no disapproved requests, and none that are pending further review by the Architectural Review Board for the period, October 23, 2018 to December 18, 2018.
3. Updated Activity Report for 2018.

Respectfully Submitted,

Scott Toth, Chair  
 Architectural Review Board  
 Imperial Golf Estates Homeowners' Association, Inc.

A motion was made by Mr.Litow and seconded by Mr. Celauro to accept the ARB Report as presented. The motion was unanimously approved.

10. **Infrastructure, Roads (Storm Water Management and Drainage):** Infrastructure Committee

Mr. Celauro met with Bonness Inc. to discuss and obtain a bid for road resurfacing and repair.

Comcast project in on target.

Anovus Corp. submitted their report for Zake's Lake which show oxygen level of 11.8, well above acceptable Level.

11. **Violations:** Director, Martha Mugford

**Violations Report/ Martha Mugford**

**Rounds were made on December 8, 9 and 16, 2018**

I would like to thank the property owners who responded and corrected the violations that were noted by me when making rounds. Being a good neighbor will benefit everyone who lives in our community.

**VIOLATIONS – Director Mugford**

**REGAL WAY: 2214, 2215, 2227 all need to have their moldy roof cleaned.**

**NOBLE COURT: 2205 Large dead tree in front of home needs to be removed.**

**PRINCE DRIVE: 2004-roof moldy, 2012-roof and driveway need cleaning, 2048 driveway needs cleaning,**

**COUNTESS COURT: 1974 CONSTRUCTION has been on-going for two years when is it going to be finished?**

**Need response.**

**PRINCESS COURT: 1901- moldy roof, 1906-moldy roof, 1913 – lawn needs treatment, 1939-mold on garage door, 1945 driveway and wall moldy,**

**IMPERIAL GOLF COURSE BOULEVARD: 1822 trash receptacles in front of garage, 1844-lawn needs treatment,**

1922-roof needs cleaning, 1932-roof, 1948 roof needs cleaning, 2200 – no pool barrier,

2215 – stains on gutter from water

Remember, rounds are made monthly to apprise you of potential violations and after you receive a letter you have 14 days to make corrections or you will be sent to the fining committee.

12. **Community Manager's Report**: CINC software conversion almost complete. Information sent to all homeowners with instructions on how to register for the new website. Board will decide how to utilize the new website.

13. **Unfinished Business**: Stated above

14. **New Business**: Purchase new CD's for 90-day maturity.

Board discussed the next meeting will be held to pass the resolution for electronic voting

15 **Next Meeting Scheduled**:

The next Board of Directors meeting is scheduled for TBD at 8:30AM at the Weybridge Clubhouse.

**Adjournment**:

There being no further business to discuss a motion to adjourn the meeting was made by Mr. Toth and seconded by Mr. Celauro. Unanimously carried to adjourn at 10:20 AM.

**Board of Directors  
Imperial Golf Estates Homeowners Association, Inc.**

