

# 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

August 16, 2018

8:30AM

Weybridge Clubhouse, Imperial Golf Estates

---

- 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, and Charlie Litow, Patrick Keating via phone , 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: June 28, 2018:**
  - A motion was made by Mr. Celauro and seconded by Mr. Toth to approve the June 28, 2018 board meeting minutes as presented. The motion was unanimously approved.
- IGE HOA Treasurer's Report - June/July 2018 Financials:** Treasurer, Pat McCabe

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

#### Balance Sheet

Assets		Liabilities and Equity	
Cash	\$250,540	Current Liab.	\$210,930
Reserves	358,716	Reserves	313,646
Accts. Rec.	3,023	Equity	90,883
Other	3,179		
Total	\$615,458		\$615,459*

\* Difference due to rounding

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

Monthly Income and Expense

Income

Budgeted \$110,609

Actual 114,413

Difference \$3804

Actual income exceeded budgeted income largely due to transfer fees on sale of homes.

Expense

Budgeted \$110,604

Actual 118,644

Difference \$(8040)

Actual expense exceeded budgeted expense largely due to higher cable tv and electricity bills.

Treasurer's Comments:

The IGEHOA Board does not meet in July. This report will be submitted at the August meeting.

2019 budget increases can be expected for cable TV, GIB and inflation expense.

YTD actual expense is lower than budgeted expense by \$47,960.

YTD actual income is higher than budgeted income by \$15,738.

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

Balance Sheet

Assets		Liabilities and Equity	
Cash	\$302,895	Current Liab.	\$272,078
Reserves	357,653	Reserves	357,653
Accts. Rec.	17,253	Equity	81,329
Other	33,259		
Total	\$711,060		\$711,060

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

#### Monthly Income and Expense

##### Income

Budgeted \$110,609

Actual 106,373

Difference \$(4236)

Actual income was less than budgeted due to lower transfer fees, newsletter income, late fees and maintenance fees.

##### Expense

Budgeted \$110,604

Actual 70,857

Difference \$39,747

Actual expense was less than budgeted expense due to an accounting entry for contingencies.

See comments below for explanation.

#### Treasurer's Comments:

\$45,070 was taken from the monthly expense account, #6305 Contingency, to pay for water drainage work in the HOA.

The funds for this work should have come from the reserve account #3008 Drainage.

It was therefore credited back to the expense account in an accounting entry.

Excluding this accounting entry actual monthly expense was \$115,927.

This amount is higher than budgeted due to higher building and maintenance and cable TV expense.

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.

5. **GIB Report:** Mr. Celauro briefly discussed the complication of new plantings on the main road. The GIB discussed at the last meeting a possible increase for the 2019 budget. The GIB will be voting at their next meeting on the possibility of issuing vehicle access decals to employees to help alleviate congestion.

**GREATER IMPERIAL BOARD, INC – Treasurer’s Summary Report for June 30, 2018 – GIB Mtg. 7/26/18**

**Income and Expense Statement as of 6/30/18:**

**Total Operating Income:** YTD Operating Income is \$171,592.36—over budget by \$6,375.34 because of gate access and interest income

**Total Operating Expenses:** YTD Operating Expenses are \$169,795.95—over budget by \$4,548.41. Net Income is \$1,826.93 over budget. While gate access control YTD is over budget, Smart Pass expense and other miscellaneous expenses are under budget.

We are still tracking to our annual budget estimate.

**Balance Sheet Items as of 6/30/18:**

1. Operations Checking Account: Cash for Operations	\$8,955.93
2. Cash for Reserves Balance:	\$457,930.81
3. Other Assets, incl. Accts Rec and Pre-paids:	<u>\$4,401.38</u>
4. Total Current Assets:	\$473,404.12
5. Owner’s Equity	\$5,046.10
6. Current Liabilities	\$10,427.21
7. Replacement Reserve Prior	<u>\$457,930.81</u>
8. Total Equity	\$473,404.12

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

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

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

**Drainage:**

Sod has been installed over the drainage work at Empress Park, completing the project. Two drain boxes replaced along IGCB.

**New Plantings;**

New planting is being installed at Princess Park. The park wells treated for rust and sidewalk cleaned with Rustaid. Concrete is sealed to make clean up easier in the future.

**Fence Repair**

Work to begin October 1<sup>st</sup>.

**Trimming;**

The palm trimming almost completed, next phase with be clearing the fence.

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

8. **Entrada Report:** One claim of vehicle damage.

9. **Beautification Committee Report:** Director, Charlie Litow . The committee will investigate the cost for litigation for three property owners not in compliance.

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

The following requests were approved by the Architectural Review Board (ARB) for the period June 28, 2018 to August 27, 2018:

<u>NAME</u>	<u>ADDRESS</u>	<u>DATE REQUESTED</u>	<u>DESCRIPTION</u>	<u>STATUS</u>
MCCANN	1913 EMPRESS CT	06/26/18	REMOVE TWO PLAM TREES	APPROVED
GREEN	2206 REGAL WAY	06/25/18	REPLACE ROOF	APPROVED
ISEMAN	2010 DUKE DR	06/28/18	REPLACE WINDOWS AND SLIDERS	APPROVED
YORK	2009 DUKE DR	06/28/18	PATIO AND REPAINT HOUSE	APPROVED
TRAUT	2028 IC	07/03/18	INSTALL HURRICAN SHUTTERS	APPROVED
GOTTFRIED	2076 IC	07/03/18	DUMPSTER	APPROVED
HOGUE	2034 IGCB	07/10/18	REPLACE DRIVEWAY WITH PAVERS	APPROVED
FRYE	1902 IGCB	07/10/18	REPLACE FRONT DOORS	APPROVED
DEGNAN	2262 IGCB	07/12/18	REPAINT HOUSE	APPROVED
AURELIO	2200 MAJESTIC CT	07/13/18	REMOVE ROYAL PALM	APPROVED
WILBUR	1938 IGCB	07/13/18	REPLACE TILE ROOF	APPROVED
MCDONALD	1843 IGCB	07/17/18	REMOVE PINE TREES	APPROVED
LAZATIN	2232 IGCB	07/17/18	REPLACE ROOF	APPROVED
RUSH	1807 PRINCESS CT	07/20/18	REPLACE ROOF	APPROVED
VINCENT	2221 NOBLE CT	07/20/18	REPLACE POOL CAGE	APPROVED
BASES	2036 IC	07/20/18	REPLACE WINDOWS	APPROVED

STEWART	2006 IGCB	07/20/18	REPLACE POOL CAGE	APPROVED
CONSOLINO	2122 IC	07/21/18	DUMPSTER	APPROVED
MAZANEC	2201 NOBLE CT	07/27/18	PAVER DRIVEWAY	APPROVED
WEATHERFORD	2113 IGCB	07/28/18	REPAINT HOUSE	APPROVED
WILLIAMS	1829 IGCB	07/27/18	DUMPSTER	APPROVED
SMULLEN	1832 IGCB	07/30/18	REPLACE POOL CAGE	APPROVED
KOERKEMEIER	1908 IGCB	07/30/18	EXTEND POOL CAGE	APPROVED
SHIELDS	2044 IC	07/31/18	POOL RENOVATION AND REPLACE CAGE	APPROVED
GIGANDET	2038 IC	07/31/18	REPLACE TILE ROOF	APPROVED
WILLIAMS	1829 IGCB	08/03/18	REPLACE GARAGE DOOR	APPROVED
KEARNS	2037 CASTLE GARDEN LN	08/02/18	REPLACE ROOF	APPROVED
KEARNS	2037 CASTLE GARDEN LN	08/02/18	HURRICANE/BAHAMA SHUTTERS	APPROVED
VORPERIAN	1985 IGCB	08/01/18	REPLACE TILE ROOF	APPROVED
BANAS	2031 IC	08/01/18	REPLACE TILE ROOF	APPROVED
PEROSI	1910 PRINCESS CT	08/01/18	REPLACE ROOF	APPROVED
DARGENE	1917 IGCB	08/01/18	REPLACE TILE ROOF	APPROVED
OLSON	2029 PRINCE DR	08/05/18	ADD 2 AC ZONES	APPROVED
MARINELLI	1823 PRINCESS CT	08/07/18	REPLACE POOL	UNDER REVIEW
KAMIN	1918 IGCB	08/07/18	REPAINT HOUSE AND NEW POOL CAGE	APPROVED
FROST	2121 IC	08/09/18	REPLACE TILE ROOF	APPROVED
WILLIAMS	1829 IGCB	08/09/18	REPLACE FRONT DOORS	APPROVED
MAURO	2035 CASTLE GARDEN LN	07/30/18	REPLACE ROOF	UNDER REVIEW

**There is no disapproved request, and two that are pending further review by the Architectural Review Board for the period June 28, 2018 to August 28, 2018.**

**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.

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

A brief discussion in regards FPL LED street light conversion ended with clarification and more research needed.

12. **Traffic Awareness Report:** Director, Patrick Keating, A motion was made by director Celauro the motion was to remove/eliminate the so called (and non-existing) “traffic awareness committee”. The motion was second by Mr. Toth. The motion carried unanimously

13. **Violations:** Director, Martha Mugford, No report

14. **Community Manager’s Report:** An Entrada Gate Violation Report as well as a Community Violation Report were presented. Management has asked to add correspondence to the website and the next newsletter stating a call ahead request would be appreciated when there is a need to obtain a new car decal from Sandcastle, the board agreed. Management and the board would like to have a yearly review of management and the property manager. Management agrees and welcomes this review.

15. **Unfinished Business:** Stated above

16. **New Business:**

The board invited Private Capital Management to give a brief overview of Treasury bonds verse CD’s.

17 **Next Meeting Scheduled:**

The next Board of Directors meeting is scheduled for September 28, 2018 at 8:30AM at the Weybridge Clubhouse.

18 **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 10:35 AM.

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

