

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 5, 2019

6:00 p.m.

Sandcastle Community Management

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- Call to Order:** The meeting was called to order at 6:00pm by Charlie Litow. The following board members were present: Charlie Litow, Gale Schwartz, John Mickelson, Martha Mugford, Tom Harruff and Pat McCabe (via telephone). Also present Beverly Florio, CAM representing Sandcastle Community Management and Mark Thieme IGE Superintendent. There were also several residents in attendance.
 - Proof of Notice/Quorum:** Notices on the community Bulletin Boards. Quorum was established.
 - Approval BOD Minutes: October 24, 2019:**

A motion was made by Mr. Mickelson and seconded by Ms. Mugford to approve the October 24, 2019 board meeting minutes.

Vote Unanimous

A motion was made by Mr. Mickelson and seconded by Ms. Mugford to approve the 2020 Budget Adoption Meeting minutes.

Vote Unanimous

- IGE HOA Treasurer's Report - Financials:** Director McCabe

December 4, 2019

To: The President, Board of Directors and Members of IGEHOA

From: Pat McCabe Treasurer IGEHOA

Re: October 2019 financials

The following is select financial information for the IGEHOA for the month of October 2019:

Balance Sheet

Assets		Liabilities and Equity	
Cash	\$212,923	Current Liab.	\$327,712
Reserves	80,961	Reserves	80,961
Accts. Rec.	56,153	Equity	76,159
Other	142,206	gain/(loss)	7,411
Total	\$492,243		\$492,243

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

Monthly Income and Expense

Income

Budgeted \$130,227

Actual 131,677

Difference \$ 1450

Expense

Budgeted \$130,227

Actual 128,758

Difference \$ 1469

Treasurer's Comments:

The 2020 IGEHOA budget was passed November 25.

October's financial report was delayed due to cancellation of November monthly meeting.

November financial report is delayed due to early December monthly meeting.

Financially yours,

Pat McCabe

Treasurer

A motion was made by Ms. Schwartz to approve the Treasurer's report, seconded by Mr. Mickelson.

Vote Unanimous

5. President's Report: President Litow

Sandcastle provided Mr. Litow with a list of 301 electronic consents and 10 revocations that have been submitted by homeowners. The Attorney suggested the electronic voting be used for the document change and to establish a quorum, but not for the election as the IGE HOA governing documents state nominations can be made from the floor.

A motion was made by Mr. Harruff to change Article 4A to 6A of the document change, seconded by Ms. Schwartz.

Vote Unanimous

Mr. Litow received concern regarding pine beetles. Mr. Litow explained there are multiple preventative treatments and asked Superintendent Mark Thieme to research and provide information to the Board.

Mr. Litow provided an update on the private fountain and the owner is not pleased with the Association's work. Mr. Litow asked the homeowner to obtain an estimate on what she wants and present it to the Board for discussion.

A homeowner requested he obtain a core sample of the roads at his expense. Mr. Harruff recommended the Board not allow the homeowner to obtain the sample and the Board agreed it is unnecessary. Mr. Litow will speak to the homeowner directly to explain the Board's decision.

Mr. Litow received an estimate for the improvements of 1965 Imperial Golf Course Blvd. and it has been sent to the Attorney. The Attorney will send the homeowner a letter requesting the lawn be repaired or the Association will take necessary action.

A lien has been placed on 1922 Imperial Golf Course Blvd. and the Association has proceeded with foreclosure.

A motion was made by Ms. Schwartz, seconded by Mr. Mickelson to proceed with the foreclosure.

Vote Unanimous

6. GIB Report: Director Harruff

Mr. Harruff reported the automated phone line is working correctly, but the homeowner must state the number of days with their guests' name. The maximum number of days for a temporary guest is 10 and the maximum number of permanent guests has been increased to 20.

7. Superintendent's Report: Mark Thieme

Drainage:

The asphalt repair at 2226 IGCB and valley gutter covering on Princess is scheduled for December 18th completion.

Entrada Gate House:

There was only one incident this month.

Residents continue to pull trailers through the Entrada gate.

Well rust:

We are currently working on re permitting the Imperial wells to get out of the iron water, example, 4way intersection.

Bubbler System:

Bubbler systems are being researched for Zack's lake.

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

8. Architectural Review Board Report: Director Schwartz

October/November, 2019

<u>Address</u>	<u>Request</u>	<u>Approved unless indicated</u>
1909 countess	paint/siding	
2137 Blvd	Sale	
2210 regal	roof	
2222 regal	pool	
2215 Nobel	play set	
1933 Blvd	paint	
2234 Blvd	paint	
2035 t garden	shutters	
2212 regal	windows	
2032 prince	roof	

A motion was made by Mr. Harruff, seconded by Mr. Mickelson to approve the ARB Report.

Vote Unanimous

9. Violations: Director Mugford

Inspection rounds were made mid-November-December and the community is looking good. 2242 Imperial Golf Course Blvd. is undergoing a renovation of the entire home. The ARB Committee has received an approval request for the roof and spa/deck, but has not received anything for the doors and windows. There are numerous dirty shingles on the roofs. Ms. Mugford requested an email blast be sent with the contact information for a company that will clean shingled roofs. The Board suggested homeowners contact their insurance company before proceeding with cleaning their roofs.

10. Property Manager's Report: Sandcastle Community Management

Due to the rebuilding of the new gate system, the Greater Imperial Board (GIB) has approved hiring a temp to input the gate device data. The guards will continue to use their best judgement when allowing guests in. Effective April 1, 2020 both the front and back gate will resume normal operation and if the resident has not provided Sandcastle with their device information, they may experience difficulty using the Resident's lane and Entrada gate. Effective May 1, 2020 the guards will begin checking homeowner's guest lists before allowing a guest/vendor access.

11. Unfinished Business: Director Mickelson

A motion was made by Mr. Mickelson, seconded by Ms. Schwartz to make Lakes item separate from Infrastructure.

Vote Unanimous

Bubblers will be researched to make the lakes healthier. If the condition of the lakes does not improve, the County may get involved. The Lakes Committee has received 5 quotes ranging from \$12,000 to \$25,000 which included a variety of installation procedures. The lakes are currently healthy on an oxygen level, but not on clarity. Vendors are willing to provide a presentation to the Board and explain their systems. Ms. Schwartz suggested a vendor attend the January Board of Director's meeting. In response to a homeowner's inquiry, Mr. Mickelson explained that Zoycia was planted around Zach's Lake as a test to improve erosion. In the future Zoycia may also be planted around other lakes if it seems to improve erosion.

12. New Business: Director McCabe

A motion was made by Mr. McCabe seconded by Mr. Harruff to choose Option #2 which included a Crime Policy for the insurance renewal from Gulf Shore Insurance upon correction of the address on the application (1800 Imperial Golf Course Blvd) that does not exist.

Vote Unanimous

Ms. Schwartz explained that she and Superintendent Mark Thieme have been discussing updating the "wing wall". Mr. Harruff reminded the Board that the "wing wall" is not 100% Imperial Golf Estates property and can only be painted, but cannot change physical configuration of it.

13. Homeowners Issues:

A homeowner in attendance requested there be more communication from the Board of Directors to the homeowners.

14. Next Regular Board Meeting: The next meeting will be the 2020 Imperial Golf Estates Annual Meeting on January 6, 2020 at 7:00 pm at the Imperial Golf Club.

15. Adjournment:

A motion was made by Ms. Schwartz, seconded by M. Mickelson to adjourn the meeting at 7:16 pm.

Vote unanimous