

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

March 28, 2019

8:30AM

Sandcastle Community Management

1. **Call to Order:** The meeting was called to order at 8:30AM by Nathan Celauro. The following board members were present: Gale Swartz, Martha Mugford and David Krause, Pat McCabe, John Mickelson also present James Kelly, CAM Director of Property Management representing Sandcastle Community Management and Mark Thieme IGE Superintendent.
2. **Proof of Notice/Quorum:** Notices on the community Bulletin Boards. Quorum was established.
3. **Approval BOD Minutes: February 28, 2019:**
 - A motion was made by Mr. Krause and seconded by Mrs. Mugford to approve the February 28, 2019 board meeting minutes as presented. The motion was unanimously approved.
4. **IGE HOA Treasurer's Report - Financials:** No written report

Treasurer McCabe reported the association in good financial standing

5. **IGEHOA President's Report:**

Charlie Litow, President's Report

March 28, 2019, 8:30am.

Newsletter. We as a board previously decided to look at changing how we produce the newsletter. John Mickelson and I have been working on this issue. One possible solution is: 1) the newsletter will be redone by a professional designer so that we can easily edit it ourselves. While this will result in an immediate cost, routine changes going forward will cost nothing and further changes should be nominal; 2) the newsletter will be hosted on CINC or possibly a third party site so our members will be emailed same monthly 3) our advertisers will still exist if they like the electronic format. The initial cost estimate came it at \$5000 to \$7000. At the next meeting in April, details will be provided.

Option 2 will be described by John.

Governing document updates. We should only take this to a vote once we are confident we can secure enough votes to establish a quorum at a special meeting. Right now we have (James please provide the number) signed up for e-balloting and need 210 to make this happen. I am proposing a letter that I will draft be dropped at your neighbors mailboxes or in person. I will provide a list of addresses to reach out to if this approved as a method of communication.

Will someone make a motion to have board members drop the draft letter and consent in their neighbors mailboxes or in person?

Changes. See the attached draft changes from our attorney. Please be prepared to discuss each or ask questions.

- 1) Articles. -The board shall consist of not less than three (3) Directors, clarifying minimum number.
- 2) By Laws. - the annual meeting will be on the 4th Monday of January, but can be another time.
- 3) - notification by electronic means if you opt in.
- 4) -a quorum is $\frac{1}{4}$ of the members for an annual meeting or $\frac{1}{3}$ for a special meeting.
- 5) -clarifying number of board members and years of service.
- 6) -clarifying qualifications.
- 7) - an officer can hold more than one office.
- 8) -fines can \$100 a day or up to \$1500 a year in the aggregate.
- 9) Covenants. -raising from \$200 to \$250 how much the board can spend without a special assessment.
- 10) -special assessments require a $\frac{2}{3}$ vote, except if an act of god creates a state of emergency.
- 11) -fines from 50 to 100 and aggregate of 1500.00.
- 12) -the board may reject a tenant who is felon.

6. GIB Report: Mr. Celauro stated a concerned resident who attended the last meeting to request a "caution school bus ahead" sign. The motion was brought before the board and passed.

7. Superintendent's Report: Mark Thieme

Road repaving project;

Phase 1 through 4 paving project will start approximately on May 15th.

Sidewalks;

Paved sidewalks are being repaired now, First the smaller sections then the long stretches. Roots will be removed with a root a preventive going down first.

The fallen sidewalk on Entrada has been replaced.

Drainage:

The 5 pipe repair project has been completed and are ready for new pavement starting May 15th.

Gate House:

There were multiple gate incidents this month.

Residents please DO NOT confront violators, and don't try to stop tailgaters by slowing down through the gate. Almost always it is another resident that you are holding under the gate as it comes down. Just notify the office of the time and what vehicle you are driving.

Lakes:

Empress Lake is being treated for an invasion of *Hygrophila*, an aquatic plant that was purchased for an aquarium and dumped into the lake. Control is accomplished by blocking off the lake and basically killing the lake and the lakes below Empress.

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

Respectfully submitted by

Mark Edward Thieme

8. **Beautification Committee Report:**

Director, David Krause recommended hiring engineer for lake erosion issue.

Director Krause made a motion to approve personal lake fountains at the owner expense. The motion failed with no second.

9. **Architectural Review Board Report:** Director, Gale Swartz

Approvals from March 1 2019 - March 26 Imperial Golf Estates

| Address | Request | Y/N |
|----------------------|------------------------|-----|
| 2119 IGCB | Pavers in Driveway | Y |
| 1927 Empress | Roof replacement | Y |
| 2204 ICGB | Pool Deck replacement | Y |
| 1821 Princess | Roof replacement | Y |
| 1921 Countess | New Sale | Y |
| 2014 Duke | Storm Shutters | Y |
| 2205 Noble | Lease | Y |
| 2019 Duke | Lanai extension 6 feet | Y |
| 2029 Imperial Circle | Roof replacement | Y |
| 2200 IGCB | Sale | Y |
| 1948 IGCB | Sale | Y |
| 2029 TeaGarden | Landscaping | Y |
| 1937 Princess | Lease | Y |

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

Mr. Celauro made a motion to approve Bonness Inc. bid sidewalk repair. Cost of 32,440

And Storm drain pipe repair to be completed prior to road way resurfacing, cost of 68,000

Second by Mr. McCabe, motion passed

IGEHOA Director's Report for Board Meeting 3/28/2019

11. Violations Report/ Martha Mugford

Rounds were made on March 3-16-24, 2019

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.

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.

The following properties had potential violations:

1939 Princess Court – trailer/boat parked in driveway (Letter sent).

2029 Castle Garden Lane – conversion of garage into room without approval (Letter sent).

2208 Regal Way – mailbox needs repair and (2012 IGCB –roof) sent to Fining Committee and fine recommended no response from residents. APPROVED FOR FINE

1963 IGCB – unregistered vehicle on property (letter sent)

1974 Countess Court – neighbor complaint regarding construction duration 2+ years Property looks very bad and they also are in County Code violation as no barrier around pool. Letter to be sent)

1978 Countess Court – lawn, mold on house (Letter to be sent)

1835 IGCB – truck with ladders on top parked day and night. (Letter to be sent)

2104 Imperial Circle – mailbox violation construction of a bunker around mailbox (Letter to be sent)

1834 Princess Court – lawn (letter to be sent)

2205 Noble Court – dead tree front yard (letter to be sent)

1811 IGCB – roof (letter to be sent)

2138 IGCB – roof (letter to be sent)

2205 IGCB – roof (Letter to be sent)

2213 IGCB (corner of Majestic S.) wall moldy and driveway (Letter to be sent)

Mr. Celauro made a motion to approve the violation report, second by Mr. McCabe

12. **Unfinished Business:** Stated above

13. **New Business:** None

14 **Next Meeting Scheduled:**

The next Board of Directors meeting is scheduled for April 25th at 8:30AM at the Sandcastle Management.

