

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
July 25, 2019
8:30AM
Sandcastle Community Management

APPROVED

- 1. Call to Order:** The meeting was called to order at 8:30AM by Nate Celauro. The following board members were present: Nate Celauro, Gale Schwartz, David Krause, Pat McCabe (via Phone), John Mickelson (via Phone), Charlie Litow (via Phone) and Martha Mugford (via Phone) also present James Kelly, CAM Director of Property Management representing Sandcastle Community Management and Mark Thieme IGE Superintendent. There were also 4 residents in attendance.
- 2. Proof of Notice/Quorum:** Notices on the community Bulletin Boards. Quorum was established.
- 3. Approval BOD Minutes: June 28, 2019:**
 - The Treasurer's Report included in the minutes was from the June financials. Sandcastle will have the minutes corrected to reflect May's financial information.
 - A motion was made by Ms. Schwartz and seconded by Mr. Krause to approve the June 28, 2019 board meeting minutes pending the correction by Sandcastle. The motion was unanimously approved.
- 4. IGE HOA Treasurer's Report - Financials:** Director McCabe

Re: June 2019 financials

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

Balance Sheet

Assets		Liabilities and Equity	
Cash	\$240,337	Current Liab.	\$175,472
Reserves	582,755	Reserves	582,755

Accts. Rec.	11,965	Equity	95,571
Other	10,327	gain /(loss)	(8,414)
Total	\$845,384		\$845,384

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

See Treasurer's Comments below.

Monthly Income and Expense

Income

Budgeted \$130,227

Actual 127,839

Difference \$(2388)

Actual income was slightly lower than budgeted due to budgeted transfer fees not yet actually received.

Expense

Budgeted \$130,227

Actual 127,423

Difference \$2804

Actual expense was lower than budgeted due to lower admin. and grounds maint. Expense which offset higher cable expense due to accrual accounting.

Treasurer's Comments:

July 25, 2019 the HOA will pay the road resurfacing bill.

The amount to be paid is \$696,743.23; the entire cost of the work.

In May the HOA paid approximately \$38,000 for sidewalk and drainage repair work.

In previous meetings your Board voted and approved these expenses.

During July the property manager Sandcastle will transfer, into the reserve fund, approximately \$100,000 as part of second quarter dues received from members.

The timing of the receipt of these funds into the reserve fund rests with the property manager.

Should the reserve fund have an inadequate balance to pay the road contractor on July 25 funds will be transferred from the equity balance and possibly the operating balance.

If funds are transferred from the operating balance they will be restored as soon as possible.

After restoring operating funds future monies received will be used to reestablish reserve account balances.

Your Board has deemed repair and improvement of roads, sidewalks and drainage imperative to the well being of the HOA.

Your Board is aware the balance of the HOA reserve account will be, after July 25, near zero.

Your Board does not foresee any other significant HOA repair or improvement in the near future.

Your Board anticipates the reserve fund will be significantly refreshed and recovered during the next eighteen months as the temporary dues increase funds are received.

It should be pointed out that approximately \$154,000 of the \$175,471 of current liabilities are prepaid member's dues.

Your Board anticipates no interruption in paying for monthly expenses of the HOA.

Financially yours,

Pat McCabe

Treasurer

5. IGEHOA President's Report: President Litow

- Our by laws were created before the internet and electronic communication. We have already made strides by passing resolutions to make changes to our by laws. Hopefully, those changes will be passed by our members sooner rather than later. I am convinced it would greatly benefit our community and this board by handling posts on social media. Social media includes next door. I would recommend we form a communications committee to respond to social media communications. We should also determine if its appropriate for board members to post personally (always disclaiming they are posting personally is my biggest concern) or otherwise restrict board access. Clarity and transparency are important and not responding to posts is potentially damaging. I do not have the authority to act alone under our by laws, but as a board we can certainly implement such rules.

A motion was made by Mr. Litow to approve the formation of a Communications Committee to respond to social media communications, seconded by Ms. Schwartz.

Vote: Approved

-I personally do not like our meetings to become shouting matches or appear to have a lack decorum. While I believe I have the authority to run the meetings, I certainly do not want anyone to think I am controlling the meetings or attempting to stifle anyone's right to speak. To facilitate this concept, we could appoint someone to act as sergeant of arms or perhaps pass a rule on board conduct. I do think a motion should be forwarded on this issue so we can debate what this board wishes to do. I for one think a board ethics rule is best as this puts the power to decide with the board, not one person or a committee (draft attached), as it is commonplace in many boards, but I am open to any other suggestions. We could also pass in conjunction rules for members to follow at the meeting under 3.10. Do I have a motion for the creation of either?

A motion was made by Mr. Lithow to adopt the proposed ethics policy, seconded by Ms. Schwartz.

Vote: Approved

- Roof Repairs post Irma. How should this board act in regards to roofs not yet fixed? What if insurance is still an issue? Can we have a motion so we can freely debate this issue?

Respectfully submitted,

Charlie Litow

6. **GIB Report:** No report

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

Road repaving project:

Valley gutter crossing Princess, we have the materials on hand, we are waiting for Bonness for installation.

Drainage:

Unfortunately a sink hole has formed in the new pavement over a pipe that should last 50 years. We are getting a proposal from a company to repair from the inside without digging.

Parks:

A replacement park bench has been set in Zack's park to replace the broken one.

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

8. **Entrada Report:** No report

9. **Infrastructure, Road (Storm Water Management and Drainage):** No report

10. Beautification Committee Report: Director Krause

Beautification Report IGE Board meeting July 2019

Although firmly believing in having at least 5 member residents on every board Committee, the 7 member Beautification Committee was disbanded, at least temporarily, based on the board's decision last meeting to form a Lake Committee, a subcommittee to the infrastructure committee.

Given only the responsibility for canopy compliance, or counting trees, I have asked those committee members on the lakes to contact John. Of course, being the only board member living in the lakes, I also told John I would advise him as he requested as the lake issues have been my passion.

Canopy compliance figures show only about 5 lots in compliance with current by-laws and perhaps another 15-20 lots which come close. Percentage wise, with over 90% non-compliant with our current policy, it is suggested that we change the policy. Allowing only 30% palm trees pretty much puts most lots out of compliance.

In discussing with residents how to enhance our community, a great idea emerged from a neighbor we know as JP, for the board to consider.

Starting at the 4 way stop signs at the beginning of our property, place sidewalk markers every quarter mile going each way around the main Imperial Golf Course Blvd and around the Circle, with the only overlap being between the 3 way stop signs going by Bismark Lake. Perhaps end one of the routes or make it continuous? The idea of having a marker every quarter mile allows runners and walkers to get an approximation of their distances without a device. It also makes sense because of the configuration of the property does not necessarily allow total miles.

Should the board decide to move forward with this idea, the type of marker should be discussed. The two alternatives seem to be paint, or perhaps a reflector similar to what we put on the roads. Perhaps a different color for each mile? Reflectors cost \$32.95 for package of 10. We would need 2 packs to cover the approximately 4.5 miles of sidewalk being proposed. Of course, other suggestions are welcome.

The Beautification Committee will be reformed once some clarification of responsibility is defined and a budget proposal of various related proposals can be developed and are approved. In the meantime, I will work diligently with John and his committees, especially our effort to get residents to GO PAPERLESS @ IGENAPLES.INFO

A motion was made by Mr. Krause to place the sidewalk markers (20) every quarter mile, seconded by Ms. Schwartz.

Vote: Approved

11. Architectural Review Board Report: Director, Gale Schwartz

July ARB Requests

Address	Request	Approval (y)
1978 Countess	Lease	
2218 IGCB	Pavers	
1923 IGCB	Sale	
2214 Majestic	Sales	
1903 Princess	Lease	
1902 Princess	Lease	
2127 IGCB	Paint	
2053 IGCB Circle	Storm Shutters	
1927 IGCB	Windows/Door	
1909 Countess	Dumpster/Porta Potty	
2077 IGCB	Shutters	
1927 Princess	New privacy hedge	
1913 Princess	Lease	
1933 Countess	Lease	

A motion was made by Mr. Celauro to approve the ARB report, seconded by Mr. Krause.

Vote: Approved

12. **Violation Report:** Director Mugford

Violations 7/21/2019

IGCB: 1838-1839 stained driveway, 1840-stained driveway and mailbox, 1842-roof and driveway and stains on house, 1843-roof and driveway, 1844-driveway.

1905-wrong sale sign, boat in yard, driveway needs cleaning. 1908-1910- driveway needs cleaning. 1923-advertising sign on lawn, golf cart with no license. 1925-1927-1929-driveway needs cleaning. 1931-mold on wall and driveway. 1933-driveway. 1943-trees need to be trimmed and mold all over lanai walls. 1945- walls need

cleaning, driveway, 1947-1950-1953 driveway needs cleaning. 1958-1959-driveway need cleaning, 1959-mailbox needs painting.

Empress: 1900-driveway, 1905-driveway and mailbox. 1904-1907-driveway. 1911-shrubs by mailbox need trimming and driveway. 1912-roof, 1916-1919- 1920 driveway. 1929-driveway and mailbox. 1923-Empress Ct. boat in front yard.

IGCB: 1958-1960-1982-1987-1992-1996-1998-2002-2004-2006 2008-2009-2010 driveway need cleaning. 1963-blocks stored on side of house.

Duke Drive: 2019-roof moldy and driveway needs cleaning.

IGCB: 2011-dead tree and driveway, 2014-driveway and front wall need cleaning.2027-2028-2031-driveway needs cleaning. 2101-driveway and fence stained. 2105, 2114- driveway and walls. 2211-stains on house. 2247-2251-2255-2258-driveway needs cleaning.

A motion was made by Mr. Celauro to approve the Violation Report, seconded by Mr. Krause.

Vote: Approved

13. Property Manager's Report

Sandcastle reported Bonness has been paid in full for the new roads.

14. Unfinished Business:

15. New Business:

A motion was made by Mr. Celauro to change 4.2.A.4 to remove "fountains", seconded by Ms. Schwartz.

Vote: Approved

16. Next Meeting Scheduled:

The next Board of Directors meeting is scheduled for September 26th at 8:30 a.m. at Sandcastle Management.