

BERMUDA GREENS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING MAY 29, 2018 @3:00 PM @CLUBHOUSE

1. CALL TO ORDER: PRESIDENT FRED DEMMA CALLED THE MEETING TO ORDER @ 3:00 PM
PRESENT: STEVE SMITH; CONFERENCE CALLERS WERE FRED DEMMA, EMI LYDEM, ROB
BLAGG, AND WILLIS FAUST. ALSO PRESENT WAS MARK TALAGA/CAM
2. WILLIS MOTIONED TO APPROVE THE JANUARY 2018 MINUTES AS AMENDED AS WELL AS
THE FEBRUARY 2018 MINUTES, EMI SECONDED IT ALL IN FAVOR.

3. TREASURER'S REPORT:

TOWNE PROPERTY MANAGEMENT HAS REPLACED GUARDIAN PROPERTY MANGEMENT. THE TRANSITION DID NOT GO AS SMOOTHLY AS HAD HOPED. WE ARE EXPERIENCING PROBLEMS ESPECIALLY WITH FINANCIAL REPORTING. GUARDIAN HAS NOT BEEN COOPERATIVE WITH PROVIDING ROSTER OF OWNERS AND ADDRESSES, WHICH WAS FULL OF ERRORS. ALSO, GUARDIAN PUT IN PLACE A NEW ACCOUNTING SYSTEM IN DEC. OF 2017 RESULTING IN MUCH CONFUSION IN THEIR REPORTS. THEY SWITCHED ASSETS FROM IBERIA BANK TO MOMENTUM BANK WITHOUT OUR KNOWLEDGE. THIS HAS NOW BEEN REVERSED. ALSO, TOWNE EXPERIENCED SOME PERSONNEL ISSUES WITH THE LOSS OF THEIR ACCOUNTING PERSON. THIS ALSO HAS BEEN RECTIFIED BUT THERE IS A LEARNING CURVE.

ONE OF THE MAIN ISSUES IS THE SHORTFALL IN RESIDENTS PAYING THEIR QUARTERLY DUES. SIXTY-ONE OWNERS OWE DUES AMOUNTING TO \$89,656 OF WHICH 10 OWNERS ARE TWO MONTHS LATE AS OF APRIL 30TH. WE HAVE INSTRUCTED TOWNE TO SEND NOTICE TO THESE OWNERS WITH EXPLICIT EXPLANATIONS ON HOW TO PAY AND WHERE TO SEND THE MONEY. BECAUSE OF THE TRANSITION ISSUES, I RECOMMEND THAT NO FINES BE LEVIED AGAINST THOSE OWNERS WHO ARE ONLY ONE MONTH LATE. THE INSTRUCTIONS SHOULD ALSO BE SENT VIA NEW WEBSITE AND POSTED IN THE KIOSKS. THE NEXT QUARTERLY FEE IS DUE JULY 1 AND THE AMOUNT IS \$1,387. ON A POSITIVE NOTE OUR MONTHLY BILLS ARE BEING PAID (SOME WERE DELAYED IN THE TRANSITION). I EXPECT THAT THE MAY FINANCIAL DATA TO BE MORE COMPLETE. WE ARE WAITING FOR ONE LAST QUOTE FROM JUAREZ LANDSCAPING TO FINALIZE THE SCOPE OF THE ASSESSMENT FOR HURRICANE IRMA REMEDIATION. THE BOARD WILL NOTIFY RESIDENTS WITH A 14 DAY IN ADVANCE MEETING NOTICE TO OFFICIALLY LEVY THE ASSESSMENT. THE ASSESSMENT WILL BE PAYABLE WITHIN ONE MONTH. WE EXPECT THE ASSESSMENT TO BE IN THE RANGE OF \$800 TO \$1400. WE HAD SIGNIFICANT DAMAGE TO THE BUILDINGS, GUTTERS, SOFFITS, C-1 AND C-2 UNITS, ROOF TILES, CARPORTS, DUMPSTER FENCE AND LOTS OF LANDSCAPE. IF THE BOARD APPROVES AN ASSESSMENT DUE TO HURRICANE IRMA, EACH HOMEOWNER OF RECORD AT TIME OF HURRICANE MAY BE ELGIBLE TO RECIEVE FROM THEIR OWN INSURANCE UP TO \$2000 BY FLORIDA LAW.

4. MANAGER'S REPORT:

-ARC UNITS FOR APPROVAL: G-9 SHUTTERS, T-12 SHUTTERS, T-11 NEW WINDOW, K-9 MAST. BEDROOM, E-6 ROLL SHUTTERS, Q-9 KITCHEN CABS, FLOORS, E-6 ELEC. SHUTTERS, B-2 ELEC. SHUTTERS.

-SALES: APPROVED D-9, Kenny/Chouinard-Powerleau H-7 Schermerhorn/Skvirsky I-8 Pigg/Glorch S-4 Genis/Holcombe.

Leases: K-5 Schaeffer/McNaughton&Keenleyside, 10-01-17 to 04-30-18

U-8 Dubay/Zawodny&McCroan, 04-20-18 to 03-31-19

U-5 Fannon/Clutter&Stuart, 12-01-18 to 03-31-19

L-2 Minella/Curry&Chappell, 03-01-18 to 02-28-19

Q-8 Miclau/Roberson, 03-01-18 to 02-28-19

N-5 TONER/MITCHELL IO/31/17 TO 05/01/18

I-4 Eddy/Kelley, 11-01-18 to 04-30-19

H-8 Innerst/Rubio, 02-01-18 to 02-01-19

K-12 Sachs/Howard, 07-15-18 to 07-14-19

5. COMMITTEE REPORTS:

LANDSCAPE BY STEVE: IRMA CLEANUP CONTINUES, REMOVAL OF STUMP ON GARDEN PATH IS DONE. PAT HAS ALSO REPAIRED THE ASPHALT AT THIS SITE.

NO OTHER COMMITTEE REPORTS

6. OLD BUSINESS:

A. CSI/COMCAST: DISCUSSION ON COMCAST, CONTENTS AS PER JAN AND STEVE. SCHEDULE FOR X-1 TRAINING SESSIONS ON REMOTE TARGETED FOR JUNE 14-19TH AT THE CLUBHOUSE. STEVE ATTENDED GIB MAY MEETING AND COMCAST PROJECT MANAGER FOR INSTALLATION WAS PRESENT WHO NOTED INSTALLATION OF FIBER TO START IN SEPT. HE ALSO ESTIMATED INSTALLATION TO TAKE 6-8 MONTHS. COMCAST PROJECT MANAGER IS ALSO TO MEET WITH REPS FROM ALL 6 ASSOC. WHO HAVE SIGNED CSI CONTRACT STARTING 2ND WEEK OF AUGUST AND THEN EVERY 2 WEEKS UNTIL PROJECT COMPLETION. THE WEBSITE IS UP AND RUNNING.

B. SOFFIT REPAIR IS SCHEDULED FOR LATE JUNE AS PER PRIOR COMMUNICATIONS WITH SOUTHERN SOFFIT. WE WILL CONFIRM DATE IN EARLY JUNE.

C. RENTAL UNITS WITH NO LEASE:

-L-10 CERT. MAIL REQUEST FOR LEASE AGREEMENT MAILED AND COPY OF REQUEST IN FILE.

-L-5 EMI INDICATES UNIT IS TO BE SOLD. STEVE RECOMMENDED CERTIFIED LETTER REQUESTING A CURRENT LEASE AGREEMENT BE SENT, AND INDICATE TO OWNER THAT THE RECEIPT OF CURRENT LEASE WOULD BE REQUIRED BEFORE ANY FUTURE LEASES WOULD BE APPROVED. BOARD APPROVED UNANIMOUSLY.

- K-5 IN KEEPING WITH BOARD POSITION ON L-5 STEVE RECOMMENDED A 2018 LEASE COPY BE PRESENTED AS WELL AS A NEW LEASE FOR 2019 SEASON. A BACKGROUND CHECK WOULD ALSO BE REQUIRED C/W BOARD POSITION ON FIRST TIME LEASE RENEWALS.

D. ISLAND RESTORATION: CES CONTACTED AND THE LAKE APPEARS FULL ENOUGH TO PLANT LITTORALS. ONCE PRIOR INVOICES HAVE BEEN RECEIVED ADDITIONAL PLANTINGS WILL PROCEED. CHECKS CUT AND MAILED ON MAY 24TH. ISLAND NEEDS SPRAYING OF WEEDS WHICH WAS ALSO DISCUSSED. ONE NEW TREE IS BROKEN AND NEW GRASSES ARE TO BE PLANTED.

E. PAINT SAMPLES: E-MAIL REQUESTING RESULTS OF TESTING WAS SENT TO ENGINEERING CO. AND NO RESPONSE YET. REPAIRS OF BIOPSY AREAS COMPLETED AND PAINTED.

F. ROAD CONCRETE TESTING: 6 CORES TAKEN AND BG ENGINEER IS EVALUATING RESULTS AND WILL FOLLOW UP. HE WAS ON VACATION AND JUST RETURNED.

G. DUMPSTER FENCE: GATEWORLD RECENTLY CONTACTED AND RESPONSE WITH OWNER IS THAT HE WILL LET US KNOW WHEN DATE OF INSTALLATION IS DETERMINED.

7. NEW BUSINESS:

A. UMBRELLAS: MARK WILL GET ANOTHER ESTIMATE FOR COMMERCIAL UMBRELLAS AND ALSO GET QUOTE FOR STANDS. COMFORT ANIMAL FORM WAS APPROVED. LAKESHORE EROSION, THE PIPE EXTENSION IS COMPLETED.

B. ARC FORM: TWO MAJOR UPDATES. OWNER HAS RESPONSIBILITY TO NOTIFY PROPERTY MANAGER WHEN INSTALLERS ARE TO ARRIVE. ALSO NO INSTALLATIONS ARE TO BEGIN UNTIL ALL CONSTRUCTION MATERIALS HAVE BEEN INSPECTED AND APPROVED AS CONSISTENT WITH ARC APPLICATION AND ASSOCIATION GUIDELINES. INSPECTION IS TO BE PERFORMED BY AN ARC MEMBER, BOARD MEMBER OR CAM.

C. GUEST FORM ADDITION: STEVE SUGGESTED A SECOND PAGE TO BE ADDED TO CURRENT GUEST FORM WHICH WOULD CONTAIN PAGES 21 AND 22 OF THE DECLARATIONS RELEVANT TO UNIT OCCUPIED IN OWNERS' ABSENCE. STEVE MADE MOTION IN FAVOR OF SUCH AND ALL APPROVED THE MOTION.

8. ADJOURNMENT: MOTION TO ADJOURN BY FRED AT 4:04 PM AND SECONDED BY EMI ALL IN FAVOR.

OWNERS FORUM:

- 8 UNITS REPRESENTED AT MEETING AND 4 OF 8 WERE NOT SATISFIED WITH COMCAST INSTALLATION INSIDE THEIR UNITS DUE TO A VARIETY OF REASONS. BOARD PRESIDENT REQUESTED THEY EMAIL HIM AND PROPERTY MANAGER WITH DETAILS.

RESPECTFULLY SUBMITTED/FOR THE BOARD

MARK TALAGA/CAM