

**BERMUDA GREENS
CONDOMINIUM ASSOCIATION INC
BOARD OF DIRECTORS MEETING**
Board of Directors - Meeting 5/6/24, 11:00am

Approved Minutes

Onsite at the BG clubhouse, 13136 Castle Harbour Dr., Zoom conference link

Present:

Board members; Bob Giese, Dan Ryan onsite and Lorrie Beaumont, Scott Fisher and Gary Dunn via Zoom

Clarie Marie England – CAM May Management, onsite

Via Zoom 15

Present at the clubhouse 30+

1. Meeting was called to order by Lorrie Beaumont
2. Claire Maria stated the Proof of Notice was established
3. A quorum of board members was established at 5.
4. Minutes from the Annual Members meeting from 4/8/24 were presented for approval. There were two sets of minutes, one from the previous board and then one from the newly appointed board for this meeting. Motion was made by Gary to approve, seconded by Scott, approved 5-0
5. Lorrie made some President comments about how she likes to run the meetings moving forward.
6. Treasurers Report was provided by Bob and will be attached to these minutes. Acceptance of the report was approved 5-0.
7. Manager's Report – Clarie Marie
 - a. Sales - 2 units
 - b. Leases - 3 seasonal and 4 annual leases.
 - c. Pat had 15 open maintenance issues for April and 6 remain open
 - d. Acceptance of the report was approved 5-0
8. Committee Reports
 - a. Long Term Planning – a written report was provided by Sue Geise and will be attached to these minutes. Of note Jim Menton will be taking over as Chair of LTP. Four initiatives were provided. The one for Road Safety had seven items the committee would like addressed. There was discussion about the need and cost for several. The cost will be provided in the future for each suggested item for the board to consider. The suggested Handicap Parking space by building O was tabled until the Rules & Regulations committee could determine if it would be considered a change to a common space, which would require a vote by the owners. A motion was made by Lorrie to approve the items listed below for immediate action. It was passed by a 5-0 vote.
 - i. Trim back shrubs at the entrance along Bermuda Greens Blvd.
 - ii. Remove the No Smoking and 40' truck sign.
 - b. Rules & Regulations – Carol Nucci, Chair, stated that a new member had been added to the committee. Defining financial penalties for violations of rules was brought up and Carol said they are already defined in the Bylaws and Rules and

Regulations. Carol stated that the application of penalties is the responsibilities of the board. Also there needs to be clear follow-up of report violations.

- c. ARC – Jim Menton is the Chair and Guy Miati has now joined the committee
 - i. Two items were submitted and approved.
- d. Website - a written report was provided by Sue Geise and will be attached to these minutes. The Committee ask the board for approval to move forward with three changes noted on the report. There was some discussion about the change to some items not being password protected like the financials. It was determined that a password should not be necessary based upon how other communities are handling this. The board approved the requested items by a 5-0 vote. Other listed changes will be part of a Phase II project. The board approved the Phase II projects as requested by a 5-0 board vote. The board also accepted the report by a 5-0 vote.
- e. Social – Gary provided an overview of the written report provided which included financial details. The report will be attached to these minutes. The report was accepted by a 5-0 vote of the board.
- f. Landscape – Judy Fisher provided a verbal report. She thanked owners for using the website request process which is working well. Hamilton Harbour circle island is finished with new plants and looking good. Ponds are stable and erosion control was done at the Hamilton Harbour circle. An owner ask Judy to investigate a rogue palm tree that is growing up through some bushes by N building. Landscape report was accepted by a 5-0 vote.

9. Old Business

- a. Special Assessment for new owners: Gary reported that Florida state codes prohibit condominium associations from assigning any fees greater than \$150 to the purchaser of a unit. HOA's have greater latitude in doing this but COA do not. This item is now closed business.
- b. Adding Digitized Floorplans to the website: The floor plans have been copied and are in acceptable condition. Sue Geise, Website Committee, will check and see if it makes sense from a labor and cost perspective to add the floorplans to the current website or wait until the new site is online.
- c. Bocce Court – new court and location survey letter: Bob Geise with the Bocce Steering Group (BSG) reported that upon further investigation the cost and requirements from the county to build a new court in a new location is cost prohibitive and the request is now being withdrawn. However, the BSG is requesting the construction of a new court in the existing location and is asking the board to approve funds for it. The group has solicited a contractor for quotes. They have received two options from a single contractor:
 - i. To replace the existing frame work with an aluminum structure. This option was deemed unacceptable by the BSG as it does not address the oak tree root problem.
 - ii. The other option provides a concrete footing with aluminum trims and new surface and entails cutting the oak tree root off at the troublesome point of the court. The cost for this option is \$21,000. Bob stated that money from surplus operational funds would be used. Dan Ryan made a motion to accept the \$21,000 bid and Bob Geise seconded. After lengthy discussion covering issues concerning the oak tree health, the property line location and the surplus funds the motion was defeated by a 3-2 vote with Dan and Bob voting yes and Scott, Lorrie and Gary voting no.
 - iii. A motion was made by Scott and seconded by Lorrie to have the BSG provide the board with a written request, including the contractor proposal, and a report from our tree arborist, Williams, investigating the issue of cutting

the oak tree root and report what impact if any it could have on the tree's health, for review and further discussion at the June board meeting. The motion passed by a 4-1 vote with Dan casting the no vote.

10. New Business

- a. Cleaning of carports and roofs has been completed.

11. Owner's Form

- a. It was asked when the 2023 audited financials would be available. Bob will check with May Management and let us know.
- b. Bob lost connection from his PC but did call Lorrie via phone and stated that there were no further questions from the floor.

12. Adjournment

- a. A motion to adjourn was made and seconded and passed by a 5-0 vote.

Respectfully submitted,

Gary Dunn - Secretary

Treasurer's Report

The automatic payment process is now corrected and functioning, second quarterly fees have been processed, first quarterly fees will be processed May 5. Moving forward auto payments will be processed on the 5th of the month.

Our actual spending vs budget are in close agreement, as of March 31 the operating account is \$742k and reserve account is \$331k

Building roofs and carport cleaning are in the process of being completed.

Trip hazards reported through the communication to the property manager have been addressed and are complete.

Long Term Planning Committee Report

The LTP open items:

1. The Tracker - The Project Tracker is complete and will be given to the Board to capture projects, changes, initiatives as they occur going forward. We will support in any way we can.
2. Pool/Clubhouse - We met with representatives of each of the committees and agreed on a number of needs for the clubhouse. We will explore pricing on these over the next month and come back to the Board in the June/July timeframe to request funding.
3. The BG Ponds - This has been explored by Scott Fisher with one evaluation and quote. Scott has suggested two other companies to contact to do the same. We will take on that process while Scott is up north for the summer and keep him informed of the progress. When all quotes are collected, we will come back to the Board with options and recommendations to address the eroding banks around our ponds.
4. Road Safety - The Committee feels strongly this is a critical concern and makes the recommendations found below. We will finalize pricing in these areas if the Board is supportive of the recommendations. The Committee feels this is a concern due to increased traffic during the season, inattentive drivers, particularly visitors and guests, and keeping in mind our streets are shared with pedestrians.
 - There are 5 Stop signs in BG. Increase the size of the stop signs from 24 to 30 inches. Get reflective signs and add a solid reflective tape to the poles. The current signs are non-reflective, and they fade. Consider either a lighted Stop sign at the end of BG Blvd at the dumpster or a sign that says Stop Ahead.
 - Add solid reflective road striping to some critical areas: Intersections at Castle Harbour and BG Blvd, Ham Harbour & BG Blvd, the curve outside of the clubhouse, the curve on BG Blvd going out to the stop sign at Garden Path by the dumpster, and the circle at the end of Ham Harbour by the lake.
 - Put in road reflectors/studs at the curve outside of the clubhouse, at the curve entering and exiting by the dumpster, and the circle at the end of Ham Harbour where there is no warning that there is a drop to the pond.
 - Add an additional Handicap Parking space in the O Bldg parking lot closest to the Clubhouse, combining the two Visitor spots. Relocate the bike rack to facilitate ease of getting in and out.
 - Have the shrubs kept trimmed back low or replaced with lower growing shrubs at the Stop sign intersections and the curve outside of the clubhouse.
 - Remove the No Smoking Sign and the 40 ft Truck Sign.
 - FL law requires a Tow Away sign with specific requirements if a community has a need to tow a vehicle. If this is something the board feels is needed, the sign should be evaluated to ensure it meets current requirements. Regulations are specific.

If the Board is supportive of these initiatives, we will procure estimates to present at the June Meeting. This is a project that can be completed over the summer.

Sue Giese, Chair
Jim Menton
Pete Asimakopoulos
Dan Ryan
Bill Clauser
Marilyn Demma
Linda Toner

Website Committee Report

As previously approved the Committee has spent significant time culling through existing info on the website, updating etc. We are reviewing every bit of information and improving how it is presented. We did step back and challenged ourselves to think about the purpose of the website and the users. Using feedback and comments from folks we determined:

- The purpose of the website has always been and would remain for the benefit of the Residents of Bermuda Greens, being mindful that others from outside the community may view it.
- Improve and simplify Navigation to make it easier for residents to find what they need on the website.

With that in mind, and using tarponcove.info as the approved template we have determined to organize Navigation in the following manner. Please note we are completing mapping of our current information to these Navigation tabs. This is just the layout which is required for the programmer. Once the layout is set, content can be moved within the layout at any time without additional cost.

1. Left Nav Bar - Two sections

- Your Community - More Activity/Social based/Community Involvement
- Frequently Used Features - Quick Links to frequently used forms like Guest Registration, Send a Msg to the Board/Manager etc.

2. Top Nav Bar - Drop downs that are more governance based to include:.

- HOME
- Board/Committees
- Mgmt Svcs
- Documents
- Forms
- Owners Section

As we continue to review the content of our current website we are coming to the Board for Approval to make the following change:

- Minutes & Financials will move to the Owners Section, along with the Directory. We are required to keep the Directory PW protected. We are asking the Board to consider removing PWs from Minutes and Financials for ease of use to the Community. Some communities do not use PWs for these and some do.

- Add personal email for Board and Committee members. An email address through the website with individual PWs can be set up through the website (EX. President@BermudaGreensNaples.com) or, continue to use the Send a Message to the Board feature.
- Looking for Board Approval to develop a Full Time Tenants (annual 12 month renters for now) list so they can receive email blasts. Currently only Owners receive email blasts and a lot of them do not bother to forward to their tenants.

We are asking for Board support to work on the following items as Phase II projects. These will require a lot of work, so we request your support before putting the time into the following:

- As a Phase II, we will Draft a Welcome communication to new Owners and Tenants so they can figure out how to get involved, get things done. Help them understand where "To Go" to find out how things get done around here.
- As a Phase II, we will create an online BG Handbook that will be available to Owners & Tenants. Click here to view the Tarpon Cove Handbook that inspired this action. [Tarpon Cove Handbook](#)
- As a Phase II, we will revive the Bugle - Maybe Quarterly with a monthly in Jan Feb and March during the busy months TBD
- As a Phase II, keep PW for Directory (Required by statute) We will explore ways to simplify updating the Directory on a regular basis.

We've made good progress with more to come. The committee has agreed to stay engaged through the summer months so we can continue to move these items forward.

Thank you,
Sue Giese
Bill Smith
Nan Voll
Jeanne Menton
Mary Jo Disalvo

Social Committee Report

TO: Bermuda Greens Board of Directors
FROM: BG Social Committee
Re: Overview of 2023-24 Social Committee events

We started the 2023-24 season with \$232.78 in the bank. Twenty-eight people attended our first event for Oktoberfest at \$20 each, and we had an additional \$46 collected from the 50/50. Expenses totaled \$165.39. \$442.82 was deposited in the bank.

Our next event was for Halloween. Thirty people attended at \$18 each. Expenses totaled \$379.40. \$184.60 was deposited in the bank.

For Veteran's Day, \$119.00 was collected at the door from non-Veterans. Veterans were served ice cream sundaes free. Total expenses were \$57.23. Our profit was donated to a needy Veteran's family.

At our Christmas party, 42 people attended at \$10 each. Expenses totaled \$270.92, and we had a profit of \$150.00. This was not deposited but was used to purchase supplies for the New Year's party where we had 29 people attending at \$20 each. Expenses totaled \$209.00 leaving us a profit of \$413.00, which included 50/50 funds. The remainder of what was left from the Christmas party, and what we received from the New Year's party was deposited less \$250 which was held to give to Guy and Cindi for playing at the Margaritaville party.

At the Margaritaville Welcome Back party, 58 people attended at \$30 each. Additionally, the 50/50 winner donated their share. Party expenses totaled \$802.50, plus we had other club expenses totaling \$26.48. Total profit from the event was \$1,081.02, which was deposited in the bank.

The next event was the Super Bowl party where we just asked for donations at the door. \$82 was collected - \$44 was used to purchase napkins and take-home containers, leaving a remainder of \$38, which was held to purchase any additional paper goods as needed throughout the remainder of the season.

The Valentine's Day event had 40 people attending at \$10 each. Expenses totaled \$164. \$236 was deposited.

For the Leap Day Coffee event, we received donations of \$30. Expenses totaled \$32, leaving us with a negative \$2. \$2 was taken from the Paper Goods fund and used for reimbursement.

For the Miss Danielle Boat Ride event, 36 people paid at \$55. Expenses totaled \$1,611.39. \$448.61 was deposited in the bank.

The Casino night event had 31 people paying at \$25 each. We also introduced the Lottery Tree which yielded an additional \$431. Party expenses were \$392, and we had an additional \$113 in Club expenses, leaving us with a profit of \$701. Out of this, we had to return an entry fee for the Boat Ride to a person who was not able to make it, and the remainder was deposited in the bank.

For the Chili Cookoff, we had 7 people paying an entrance fee of \$15 each, and an additional \$170 was collected at the door. Prizes were given to all the entrants, and with additional expenses, our total profit was \$2 which was put into the Paper Goods Fund.

For the Disco party, we had 72 people pay at \$30 each. The caterer's cost of food was \$40 per person. We also collected an additional \$245 from the lottery tree. Our total party expenses from the caterer cost, labor, gratuity, tax, deejay, decorations totaled \$5227.00, plus we had other club expenses totaling \$479.14.

Our total profit from the season came to \$400.68, which included the remaining funds in the Paper Goods fund. This total combined with the beginning balance in the bank, leaves us with a new balance in the bank of \$633.46 to begin the 2024-25 season.

EVENT	REVENUE	FOOD	CONTRACTOR	PAPER PRODUCTS SILVERWARE	DECOR	GIFTS	LOTTERY TKTS	OTHER COMMITTEE EXPENSES	GAMES	FLOWERS	TOTAL EXPENSES	PROFIT
OKTOBERFEST	\$608.21	-\$152.57								-\$12.82	-\$165.39	442.82
HALLOWEEN	\$564.00	-\$293.84		-\$4.80	-\$40.54	-\$40.22					-\$379.40	184.60
VETERANS DAY	\$119.00	-\$43.95		-\$13.28							-\$57.23	61.77
CHRISTMAS	\$420.92	-\$162.09			-\$108.83						-\$270.92	150.00
NEW YEARS	\$622.00	-\$136.00		-\$14.00	-\$59.00						-\$209.00	413.00
WELCOME BACK	\$1,910.00	-\$418.94	-\$250.00	-\$62.96	-\$48.97			-\$26.48		-\$21.63	-\$828.98	1,081.02
SUPER BOWL	\$82.00			-\$44.00							-\$44.00	38.00
VALENTINES DAY	\$400.00	-\$110.00								-\$54.00	-\$164.00	236.00
LEAP DAY												
COFFEE	\$30.00	-\$32.00									-\$32.00	-2.00
BOAT RIDE	\$2,060.00	-\$61.39	-\$1,550.00								-\$1,611.39	448.61
CASINO NIGHT	\$1,151.00	-\$80.00		-\$55.00		-\$50.00	-\$100.00	-\$113.00	-\$107.00		-\$505.00	646.00
CHILI	\$275.00		-\$52.00	-\$11.00		-\$210.00					-\$273.00	2.00
DISCO	\$2,405.00	-\$2,834.00	-\$1,936.00	-\$13.00	-\$344.00		-\$100.00	-\$479.14			-\$5,706.14	-3,301.14
	\$10,647.13	-\$4,324.78	-\$3,788.00	-\$218.04	-\$601.34	-\$300.22	-\$200.00	-\$618.62	-\$107.00	-\$88.45	-\$10,246.45	400.68

FINAL CLOSEOUT 2023/24 SEASON**REVENUE**

OKTOBERFEST	\$608.21
HALLOWEEN	\$564.00
VETERANS DAY	\$119.00
CHRISTMAS	\$420.92
NEW YEARS	\$622.00
WELCOME BACK	\$1,910.00
SUPER BOWL	\$82.00
VALENTINES DAY	\$400.00
LEAP DAY COFFEE	\$30.00
MISS DANIELLE BOAT	\$2,060.00
CASINO NIGHT	\$1,151.00
CHILI COOKOFF	\$275.00
DISCO NIGHT	\$2,405.00

TOTAL REVENUE	\$10,647.13
----------------------	--------------------

EXPENSES

FOOD	\$4,324.78
PLATES/NAPKINS/TABLECLOTHS	\$218.04
DECORATIONS	\$601.34
GIFTS	\$300.22
CONTRACTORS	\$3,788.00
LOTTERY TICKETS	\$200.00
OTHER COMMITTEE EXPENSES	\$618.62
GAMES	\$107.00
FLOWERS	\$88.45

TOTAL EXPENSES	\$10,246.45
-----------------------	--------------------

BEGINNING BANK BALANCE	\$232.78
TOTAL REVENUE	\$10,647.13
	<hr/>
	\$10,879.91
TOTAL EXPENSES	-\$10,246.45
	<hr/>
ENDING BANK BALANCE	\$633.46