

**BERMUDA GREENS  
CONDOMINIUM ASSOCIATION INC  
BOARD OF DIRECTORS**

Board of Directors Meeting 4/15/25, 2:00pm

Approved Minutes

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

Present:

Board members: Dan Ryan, Lorrie Beaumont, Gary Dunn, Scott Fisher and Bob Giese all onsite  
Sara Catlett: Catlett Association Management (CAM) Management

Via Zoom: 6 attendees

Present at the clubhouse: 60 attendees

1. Meeting was called to order by Lorrie Beaumont at 2:01pm
2. Sara Catlett stated that Proof of Notice was established
3. A quorum of board members was established at 5.
4. Minutes from the BOD meeting of 3/10/25 were presented for approval. A motion was made by Scott to approve, it was seconded by Bob. It was approved 5-0.
5. President's Comments
  - a. Lorrie gave an update on the Greater Imperial Board (GIB) workings. There was a Comcast internet outage at the guardhouse recently causing some disruption. It has been fixed. The GIB did approve the purchase of a Verizon hotspot to give the guardhouse better internet stability. Also, the GIB has hired an engineer to do a study on how to improve the drainage and explore if any improvements can be made to improve the traffic. The guardhouse will be painted the same color as the Imperial clubhouse.
  - b. Lorrie gave an update on the transition from May Management to CAM. The auto payment (ACH) transition has gone smoothly. Work order request(s) received through the app and online are going well. Out of 51 requests only 9 remain open at this time. The Spa repair is still open and is schedule for service tomorrow.
6. Treasurers Report
  - a. A written report was provided by Bob which he reviewed. The report will be attached to these minutes for the record. Bob stated that the report was based upon the February 28, 2025 statements. As of March 1<sup>st</sup>, all accounts have been transferred to CAM from May. He stated that the community finances are in good shape and we have had no unforeseen expenses to date.
  - b. A question was asked about who will provide the 2024 audited financials, May or CAM. Bob stated the audit is currently in progress by May and will be delivered by May Management.
  - c. Lorrie asked for a motion to accept the report. Gary motioned and Scott seconded. The motion passed 5-0.
7. Manager's Report
  - a. Sara (CAM) stated there is only one unit for sale at this time which is C10.
  - b. She said the leasing issue regarding P2 will be brought to the board today in an email.
  - c. She addressed specifics of P2 and several others units where there had been complainants about short term renters and provided an update on each. She also took questions from the owners about these concerns and provided the information

- she had gathered. She will be providing the board more detailed information in an email to follow.
- d. Sara also reviewed the fining process for owners who violate the leasing rules. It is the process as it would be for any violation that was deemed to require a fine.
  - e. There was continued open discussion about this issue and the concern owners have that it is becoming more prevalent and that they want action to make sure it doesn't get worse.
8. At this point of the meeting Lorrie stated that all committee year end reports were being moved to the next month's (May) meeting agenda but if any of the committees wanted to give reports they could at this time.
9. Rules & Regulations
- a. Carol Nucci, Chair, provided a written report which she read. It will be attached to these minutes for the record.
  - b. The report covered the issues that the R&R committee had addressed this past year.
  - c. She announced that Mike Fogarty has joined the committee.
  - d. Carol ask Sara to define how service request or complaints are handled between the Bermuda Greens website vs the CINC (CAM software platform). Sara stated when using the Bermuda Greens website form, a copy is sent to the board members, Sara and the person making the request. In the CAM software, only Sara gets the request.
10. Landscape Committee
- a. Judy Fisher, Chair, was present. She provided follow-up on the hedge shrubs on the west side of the pool. We had Juarez trim them back as much as possible but they continue to be a problem. We have decided to replace the existing hedges with a new and different plant that will not shed leaves. Once the plants are in place they will be monitored to see how they do and make any adjustments if needed moving forward.
11. ARC Committee
- a. Bob, as the liaison, stated there were no open issues at this time.
12. Website Committee
- a. No report at this time.
13. Social Committee
- a. No report at this time.
14. Long Term Planning
- a. No report at this time.
15. Old Business –
- a. Clubhouse Renovation - The final version of the contract has been received and will be attached to these minutes for record. Lorrie made a motion to approve the final contract labeled Revision #3 from Superior Construction Group. Dan seconded. The motion passed by a vote of 4-1 with Gary casting a no vote.
  - b. There was a question from the Social Committee about how to request a change order (CO) to add a dishwasher to the project. After much discussion it was determine that Bill Smith, with LTP, would work with the Social Committee to develop the scope of the change request and have Superior provide a quote for such. This CO quote when completed would be presented to the board for consideration.
  - c. Bob stated that the contract as presented to the board had gone through legal review.
  - d. The start date per the contract is to be June 2, 2025.

#### 16. New Business

- a. Sara presented a proposal to clean the building roofs from Easy Exterior for \$13,800 which is \$100 over the budgeted amount of \$13,700.
- b. There was a question to confirm that the gutters are included in the price. Sara believes it is but will get confirmation.
- c. The carports will not be included this time as they were done last year.
- d. The quote did provide an option to do the carports for \$195ea.
- e. Lorrie stated that this cleaning would be done with a new solution that helps prevent mold and algae growth, not just remove it.
- f. Sara stated it would be wise to schedule this service to happen immediately before the rainy season begins.
- g. Bob requested that a drone review of the roofs be done prior to the start of the cleaning to establish a record of condition in the event of any damage to roof tiles from the contractor walking on the roofs.
- h. Since this was a budgeted item no vote for approval was needed at this time.
- i. There was no other new business noted.

#### 17. Adjournment

- a. Lorrie asked for a motion to adjourn at 2:39pm. Dan made the motion and Gary seconded. It passed by a vote of 5-0.

Respectfully submitted,

Gary Dunn - Secretary