
Greater Imperial Board Association – Minutes

Meeting Date: June 26, 2014

Time: 2:00 P.M.

Location: Bermuda Greens Clubhouse, Naples, Florida 34110

Purpose: Board of Directors Meeting

GIB Officers Present: Tom Harruff, Judie Gibbs, Len Joyce.

GIB Officers Excused: Martha Meyers.

Representative Present:

<i>Abbey on the Lake:</i>	<i>Warren Maccaroni (Absent)</i>
<i>Bermuda Greens:</i>	<i>David Bearce (Absent)</i>
<i>Castlewood:</i>	<i>Alan Buchholz (Absent)</i>
<i>Charleston Square:</i>	<i>Marge Williamson (Absent)</i>
<i>Estates:</i>	<i>Len E. Joyce</i>
<i>Golf Club:</i>	<i>Font Kremer</i>
<i>Imperial Gardens:</i>	<i>Judith Gibbs</i>
<i>The Island:</i>	<i>Carolyn Farhet</i>
<i>Manors of Regal Lake:</i>	<i>Alex Kassolis (Absent)</i>
<i>Park Place:</i>	<i>Charles Yates</i>
<i>Park Place West</i>	<i>Joe Gagnier</i>
<i>Wedgfield:</i>	<i>Jackie Milot (Absent)</i>
<i>Westgate:</i>	<i>Roger Moorman (Absent)</i>
<i>Weybridge:</i>	<i>Kristine Russo</i>

Also Present: Anne T. Harruff – Beautification Committee
Stephen Towns of Towne Properties the Property Manager.

Certify Quorum: Property Manager Stephen Towns reported Representatives from 8 member associations were present thereby establishing a quorum.

Call to Order: Meeting was called to order by President Len Joyce at 1:58 P.M.

Secretary Report: The Minutes of the May 22, 2014 meeting were presented. **It was moved by Joe Gagnier, seconded by Charles Yates to accept the minutes as read, approved unanimously.**

GREATER IMPERIAL BOARD, INC - Treasurers Summary Report for GIB Meeting 6-22-14

Income and Expense Statement as of 5-31-14:

Income for May is under budget for the month by \$1,082.35. However, we are over budget year to date (YTD) by \$5,328.12 primarily due to Gate Pass sales. Total Operating Expenses are under budget for the month by \$5,187.62 primarily due to Grounds Care/Landscaping Expense (\$2,100.01) and Administrative Expense (\$2,974.64). Year to date our Administrative Expenses are over budget (\$2,635.14) primarily due to the purchase of Smart Passes for inventory. These will be sold in the upcoming months. Year to date we are under budget in all expense categories by (\$16,505.28) but that includes a little over \$7,200 in under billed gate expenses that Towne is working with Universal to clear up. We are in a good position financially at this point in our fiscal year.

Balance Sheet Items as of 5-31-14:

1. Operations Checking Acct: Cash for Operations	\$41,041.65
2. Cash for Reserves Balance:	\$284,545.59
3. Other Assets, incl. Accts Rec and Prepaids:	<u>\$ 1,949.58</u>
4. Total Current Assets:	\$327,536.82
5. Total Current Liabilities:	\$9,594.01
6. Retained Earnings	\$7,683.22
7. Owner's Equity	\$4,237.69
8. Current Year Income/ (Loss)	\$21,476.31
9. Replacement Reserve Prior	\$263,737.59
10. Replacement Reserve Current	\$20,808.00
11. Total Equity	<u>\$317,942.81</u>
12. Total Liabilities/Owners Equity	\$327,536.82

Balance Sheet Discussion: We have adequate cash on hand to meet our monthly bills. Last month the GIB authorized the transfer of our past Retained Earnings to our Paving Repair Reserve and the transfer of \$250,000.00 of our Reserves to a Money Market account at Florida Community Bank. The Retained Earnings will be transferred in June and the Money Market account at FCB has been established at 1.05% to improve our return on invested cash. The FCB rate of return was just under the advertised at that time of line banks. (1.05% MM Acct. vs. 1.10% on a 13 month CD on line) and we have more flexibility with the Money Market Account. I recommended a similar \$250,000.00 Reserve transfer to FCB to the Estates BOD and they approved it also.

Tom Harruff, GIB Treasurer
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**GREATER IMPERIAL BOARD
MANAGER'S REPORT
MAY 2014
ACCESS DEVISE SALES**

Month	2012		2013		2014		hard pass returns
	Smart Pass	Trans- ponders	Smart Pass	Trans- ponders	Smart Pass	Trans- ponders	
January	43	5	81	6	68	1	1
February	25	10	22	6	44	4	2
March	52	3	27	1	41	0	2
April	35	1	25	5	42	1	4
May	22	1	36	3	46	3	0
June	36	5	18	3			
July	44	4	28	4			
August	48	0	22	1			
September	48	0	16	1			
October	74	3	41	2			
November	64	4	81	6			
December	41	0	48	6			
	532	36	445	44	241	9	9

Resident Contact:

May access device purchases continue to be up against the previous two years. Year to date we are up 26% over 2013 and 36% over 2012. Going against the trends of the “season” only four of the purchases of the 46 were for Golf Club memberships only. I will stop monitoring that metric.

There were the usual interactions with new owners over access to Imperial.

Complaints: There were three complaints. The most notorious was a long standing owner who felt the e-pass to be a lifetime entitlement and did not want to pay for a six year old pass that had failed. There is no provision for replacing the e-pass for less than the purchase price. Compromise reached sold for our cost - \$25.00.

There was one written complaint reporting a 17 minute wait time at 8:00 am in the morning to get through the visitor gate. The license plate check time was specifically questioned.

The third was over an e-pass just purchased that was still not accepted at the gate. The lack of connection through the internet to the gatehouse was the fault. A reset of the IP address was the cause. The why it was changed is unknown.

Special Requests: A resident of Park Place West requested a letter to confirm the nature of security afforded by the Greater Imperial Gate protocol for his insurance. Given the events of the spring security and insuring one's home are likely to receive increasing scrutiny. The Resident was appreciative of service.

A resident of Imperial Golf Estates requested the gate to revoke the guest access privileges granted from his home for personal domestic reasons. The process put in place following the Golf Course employee incident terminated the access pass and alerted the access guards to prohibit entry by the guest. Resident appreciative of service

Access Items:

- We have an inventory of 253 smart passes (one lost to defect) and 45 license Tag Transponders .
- There were no reported gate accidents since May 22 (7 YTD).
- Supplies inventory at the gatehouse was replenished once in June.
- Snap shell driver's license reader replaced.
- Office staff responsible for date entry in-serviced at the gate with Captain Barb.

Discussion:

Treasurer Harruff started a discussion of the time it took for receiving a replacement snapshell license reader screen. A scratched screen causes misread driver's license and poor quality passes. **Treasurer Harruff moved that a back-up screen for the snap shell reader be purchased and maintained at the gatehouse. Seconded by Representative Yates. Passed without objection.**

Instances of data transfer from the Master to the gatehouse PC. The Manager is working with the various contributors to the technology team, TEM Gatehouse Software, NewIQ gate management and Team Logic network administrator to troubleshoot interruptions and devise a protocol for resolution. New computer installations have created "bugs" for working through.

Representative Yates questioned the integrity of the database. Representative Harruff noted that a ten guest limit exists and questioned if monitored. The Manager noted that TEM Gatehouse software includes audit capabilities and twice a year audits are reasonable for the amount of changes the gate manages. Automatic time sensitive termination of guest and vendor authority currently exists.

The Manager's report was accepted as presented.

President's Report

Greater Imperial Board

June 26, 2014

- **Irrigation:** We are still looking at flushing out the well we punched in hopes we will find there actually is good water available from the Tamiami Aquifer, where our well should be tapping. We had to have the power supply modified and should have results soon.
- Both **Westgate and Manors of Regal Lakes** have received our agreements regarding their water supply.
- **Parshall Law Suit:** Mr. Glenny advises that depositions for Harlan Dam, Mark Thieme, and Barbara Brookover occurred on June 17th.
- Mr. Glenny advises that a hearing on the motions to dismiss that were filed on behalf of the GIB and Mrs. Day, as well as ASG's similar motion is being scheduled. He will notify us promptly when the hearing has been arranged.
- **Imperial Golf Club Dining Opportunities for All Residents of Greater Imperial.** Attached to your BOD packets is a flyer from the Club advising the times that the restaurant is open through the summer for all residents of Greater Imperial. Hopefully you can get his item posted in your communities, and included in newsletters, etc.
- **SFWMD a conservation easement.** We are investigating how this property could be utilized and what if any property taxes would be required. This needs further review.
- **Access Gate Control.** Systems are operating satisfactorily. Totals for May were 46,976 Residents and 23,285 for a total of 70,261. This was for the period of April 24 to May 29.
- **Discussion** – Payments in process for both Westgate and Manors of Regal Lakes for irrigation water. On Parshall, the judge hearing the case retires July 1. Case cannot be scheduled for trial. No more depositions are scheduled.
 - **Imperial Golf Club will be closed from July 7-18th.**
 - **Golf Club to publish flyer for activities to the GIB website.**
 - **Requested that the reports and minutes be published for the representatives in a larger print font for easier reading. The Manager agreed.**

Len Joyce

President, Greater Imperial Board, Inc.

BEAUTIFICATION COMMITTEE REPORT

1. Contract- Greenspire/Top Cut-Fertilizing of Ground Cover, and Bougainvillea.
2. Royal Palms trimmed of Seed Pods.
3. Met with Steven Pope (Top Cut) on 6-9-14, and reviewed the Landscaping at Gate House and 41, as well as PPW. Authorized 8 to 10 small Tai Plants to be installed in front of the existing Tai Plants that are in front of the Royal Palms on 41 Island. Cost \$185 installed. Top Cut also installed 12 Purple Queen Plants along upper Tier of 41

Horseshoe plantings to replace damaged plants. Top Cut trimmed all Coconuts along the Boulevard to a more natural look. Steven Pope ” Likes shrubs to grow more naturally and not trim to square off.”

4. The window boxes will be replanted around July 1st. They have received many compliments from visitors.

5. R & R Electric will install a 220 Volt entrance and box at Pump site Sean-Greenspire will then purge the well again and then test for good water. The purge water will run for a day at the East end of 41 Island and Sean will oversee. R & R Electric will also install additional 110 Volt Receptacles down the middle of 41 Island to support the Holiday Lighting.

Anne Harruff, GIB Beautification Committee

Comments

Penny Schulte Memorial – A card has been sent on behalf of the GIB to the Board in honor of Penny’s service to the GIB. She was a calming influence on the board, a person of integrity, steadfast in her effort and known for her perseverance. She is missed. There will be a Memorial in November. A Celebration of Life at the Clubhouse.

Anne Harruff recommended the GIB sponsor a tree planting in memory of Penny.

There being no further new business to bring before the Board.

Motion: It was moved by Kris Russo, second by Joe Gagnier to adjourn the meeting. Passed.

The meeting adjourned at 2:42 pm.

Next Board Meeting: Our next board of directors meeting will be on Thursday, August 28, 2014 at 2 PM at the Bermuda Greens Club House.