

GREATER IMPERIAL BOARD

Board of Directors Meeting Minutes

January 28, 2016

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GIB OFFICERS PRESENT: Tom Harruff, President; Martha Meyers, Treasurer; Kris Russo, Secretary and Judith M. Gibbs, Vice President.

BOARD MEMBERS PRESENT

Abbey on the Lake	Edwin C. Howe
Bermuda Greens	Fred Demma
Castlewood	Martha Meyers
Charleston Square	Marge Williamson
IG Estates	Dan Castaldini
Golf Club	Don Paradiso
Imperial Gardens	Judith M. Gibbs -- proxy Dan Castaldini
The Island	Tony Manes
Manors of Regal Lake	Alex Kassolis
Park Place	Charles Yates
Park Place West	
Wedgefield	Jackie Milot
Westgate	Roger Moorman
Weybridge	Kristine Russo

OTHERS PRESENT: Sue Murphy, Senior Association Manager representing Towne Properties; Trevor Lutz, Verna Lutz and Mickey Sudut, Community Manager representing Sandcastle Community Management. Ben Griggs, Vice President of Sales for RAMCO Protective Security Solutions By Professionals. Anne Harruff of the Beautification Committee.

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CALL TO ORDER AND DETERMINATION OF QUORUM -

A quorum of the Board being established the meeting was called to order at 2:00 p.m. by President, Tom Harruff.

PROOF OF NOTICE -

The notice of the meeting was posted according to the Florida Statutes.

SECRETARY REPORT / DISPOSAL OF PREVIOUS MINUTES-

- Motion made by Charlie Yates to approve the minutes of December 17, 2015 as presented. Seconded by Roger Moorman. All in favor. Motion approved unanimously.

OFFICERS AND COMMITTEE REPORTS:

- **President's Report – Tom Harruff**
 - Tom opened the meeting by introducing the owners of Sandcastle Community Management, Trevor and Verna Lutz and Mickey Sudut, Community Manager.
 - Mickey Sudut will be the new manager for the GIB representing Sandcastle Community Management.

- Currently we are working transition issues with Sandcastle and Towne.
- Proposals have been received from Universal Protection, Interlock Security Group, Ramco Protective, Securitas and Barefoot Security for the access control services at the gate house.
- Tom introduced Ben Griggs of Ramco Protective Security.
- Ben made a presentation to the Board of his Company and what has been proposed for the security systems for the front gate.
- Tom stated that the current budget can take care of the new security system.
- Tom stated that he has received several additional proposals for the security of the front gate.
- March is the annual meeting where the new officers of the Board are elected.
- Discussed who will be on the nominating committee to propose a slate of Officers for the rest of 2016 and the first three months of 2017. Kristine Russo and Charles Yates agreed to Chair the Nominating Committee.
- Tom thanked Sue Murphy of Towne Properties for her service to the GIB and wished her well in her retirement and future success.

● **Treasurer’s Report – Martha Meyers**

- Total Operating Income for December is anticipated to have a surplus of \$6,141.87 primarily due to greater than gate opener income.
- Total Operating Expenses were over budget by \$1,575,87. The Net Operating gain YTD is \$4,566.51.
- The electrical and landscaping projects were completed which were approved by the GIB.
- Martha stated that the GIB is in good cash position to cover all expenses.

○ **Balance Sheet Items –**

1. Operations Checking Account – Cash for Operations	\$26,974.23
2. Cash for Reserves Balance-	\$339,827.82
3. Other assets.,incl. Accts Rec and Prepaids-	\$1,822.58
4. Total Current assets-	\$368,624.63
5. Owner’s Equity-	\$24,230.18
6. Current Year Income / (Loss)	\$4,566.63
7. Replacement Reserve Prior	\$316,150.49
8. Replacement Reserve Current	\$23,677.33
9. Total Equity	\$368,624.63

- Martha stated that there was adequate cash on hand to meet the monthly bills.

● **Manager’s Report –**

- Operator Lid was repaired with missing nylon nuts (12/24/2015).
- Camera adjustment to permit license plate viewing – New IQ (1/9/2016)
- Repeated complaints about the Gate Captain’s dialogue/ demeanor and personal not in the guard house. Tom stated that he has twice discussed these issues with Universal Protection’s Supervisor at Fort Myers office. They stated that they would do remedial training.

● **Gatehouse Report –**

- Activity at the gate continues to show signs of seasonal increase up 6% from last month.
- The tags need to be adhered to the windshield which will be done by Sandcastle Community Management.
- Wands inventory is depleted and Sandcastle to order more.
- The windshield tags and wands can be purchased at Sandcastle Community Management from 8:00 a.m. until 4:30 p.m. 9150 Galleria Court, Suite 201, Naples, FL 34109. Sandcastle’s office can be reached by calling 239-596-7200.

COMMITTEE REPORTS

- **Beautification Committee – Anne Harruff**

- Anne will be meeting with vendors to discuss ideas on the Holiday Decorations for 2016.
- The entrance flowers will come after the rains have passed.
Contract- Top Cut- Fertilize Turf, Continued Palm Frond cleanup of Queens along IGE Boulevard.
Holiday Decorations taken down by Top Cut January 3, 2016, and stored at Estates Shed.
Additional Bougainvilla Plantings installed at each Royal Palm site at 41 Island, by Top Cut.
All repairs to Irrigation, electric, and sod, finished on 41 Island, including all new Landscape Spotlights by ABC Electric. Additional electric work performed by ABC Electric with new Spot Lights at Gate House, and Park Place West.
With the weather improving, additional plantings, soil. stone work and mulch will be installed at the base of the Royal Palms, possibly the week of January 25. – Approved at the December 17, 2015 GIB Meeting.
Thanks to the members of the GIB for providing the sweets for the GIB Holiday Party on December 17th and to the GIB for the Pizza.

OLD BUSINESS

- The generator at the front entrance is still under discussion. The location of placement is an issue, but Tom and Dan think they have found a place on GIB property near the pump station behind the Indian Restaurant. Need a new survey of area.

NEW BUSINESS –

- The e-mail address of the Board Members will be put on the web-site.
- Don Paradiso of the Golf Club addressed the Board stating that his term will end this year and he thanked the Board for the opportunity.

NEXT MEETING –

- February 25, 2016 Bermuda Greens Club House at 2:00 pm

ADJOURNMENT:

- There being no other business to discuss the meeting was properly adjourned at 3:10 p.m.