

GREATER IMPERIAL BOARD

Board of Directors Meeting Minutes

March 24, 2016

approved

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

BOARD MEMBERS PRESENT

Abbey on the Lake	Edwin Howe
Bermuda Greens	Fred Demma
Castlewood	Martha Meyers
Charleston Square	Marge Williamson
IG Estates	Dan Castaldini
Golf Club	Len Joyce (by proxy)
Imperial Gardens	Judie Gibbs
The Island	Tony Manes
Manors of Regal Lake	
Park Place	Charles Yates
Park Place West	Joe Gagnier
Wedgfield	Jackie Milot
Westgate	Roger Moorman
Weybridge	Kristine Russo

OTHERS PRESENT: Mickey Sudut, Community Manager representing Sandcastle Community Management.

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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 Martha Meyers to approve the minutes of February 25, 2016 as presented. Seconded by Kris Russo. All in favor. Motion approved unanimously.

OFFICERS AND COMMITTEE REPORTS -

- **President's Report – Tom Harruff**
 - Tom opened the meeting stating that there was a misunderstanding in the use of the Bermuda Greens Club House and thanked Martha for making the arrangements to hold the meeting at the Club.
 - **Motion made by Charlie Yates to continue to hold the meetings on the 4th Thursday of the month at 2:00 p.m. at the Club. Roger Moorman seconded. Motion passed unanimously.**
 - The contract with RAMCO has been signed. The transition from Universal Protection to Ramco is to take place at 11:59 p.m. on April 14th.
 - The data base of authorized RFI devices will be provided to Ramco in the weeks prior to the transition date and then again just before the date.
 - Ramco plans on running both their ABDI access control system and also the TEM access1 control system in parallel for several weeks to be sure that everything is working properly with the TEM system as a backup.

- Tom spoke of the recent water main replacement which is why the Collier County is currently surveying the boulevard.
- Tom has asked the county to hold at least two neighborhood information meetings with the survey is complete and the county knows more about the limits and timing of the project.
- Initially they mentioned later this year.
- May DeArmes, Sandcastle Controller has been working trying to clean up the financial records transferred from Towne to prepare their first monthly set of financials.
- There has been a road collapse at Park Place. Charles Yates and I met with the Collier County where the water main ruptured last year east of Park Place's entrance. Collier County indicated that they would fix the issue. It has been suggested that the county do nothing until after April 15th when many of the snow birds would have headed back north.
- Many owners participated in the dedication to Penny Schulte, former board member of Westgate, this past weekend. A thank you card was passed around that was submitted by Penny's family.

• **Treasurer's Report – Martha Meyers**

- **Note the following Treasurer's report has been placed into the minutes post meeting as the financials were not available at the time of the meeting on 3-24-2016.**
- **Total Operating Income** for February of \$28,923.49 is over budget by \$1,166.16 primarily due to increased gate opener income. YTD income is \$1,508.83 over budget.
- **Operating Expenses** of \$28,933.65 are over budget by \$1,176.37 due to continued 2015 landscape expenses paid in 2016, and smart pass purchases. YTD we continue to show a YTD loss of \$9,337.77 since the building maintenance, smart passes and reserve allocation.
- **Balance Sheet Items –**

1. Operations Checking Account – Cash for Operations	\$9,466.02
2. Cash for Reserves Balance-	\$355,345.34
3. Other assets, Inc. Accts Rec and Prepaids	\$5,278.83
4. Total Current assets-	\$374,269.28
5. Owner's Equity-	\$15,770.45
6. Current Liabilities	\$3,153.49
7. Replacement Reserve Prior	\$355,345.34
8. Total Equity	\$374,269.28
- Martha stated that she had met with a few members of Sandcastle Community Management to go over the procedures on the invoices and financial reports. Martha will continue to work with Sandcastle with the transition from cash to an accrual system.

• **Manager's Report –**

THE GATE ACTIVITY 2016

MONTH	RESIDENTS	VISITORS	TOTAL	AVG/WK	MTM	AVG 2015
January	94844	29459	124303	31075	68.07%	33.5%
February	61464	28086	89732	22433	-8.0%	2.25%
March	63094	32628	95722	23930	6.67%	-2.78%

• **Gatehouse Report –**

- 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 (Tom Harruff provided Anne’s report)**
 - There is a contract with Top Cut. Turf and palms fertilized, Wet check on all irrigation, and Regular lawn service.
 - Remembrance of Penny Schulte, West Gate board member, held on Sunday, March 6, 2016.
 - Waiting for a Collier County Report regarding the water main replacement as this project potentially could impact all the landscape projects, such as the Queen Palms and Cocoa Plum shrubs on the north and south side of the GIB Boulevard.
 - The gatehouse window box plantings will continue on schedule.

OLD BUSINESS -

- Steven Pope of Top Cut was not able to make a presentation at the meeting.
- Ramco Protective – was not present at the meeting

NEW BUSINESS –

- A. **GIB Meeting Location -** has been approved to be held at the Club moving forward (approved under President’s report above)
- B. **Election of Officers –**
 - **Motion made by Charles Yates to appoint Tom Harruff as President, Judie Gibbs as Vice President, Kris Russo as Treasurer and Tony Manes as Secretary.**
 - Discussion on the motion was made and Martha Meyers wanted to know why the Committee did not ask her if she wanted to run again. Martha proposed an alternate slate that included herself as Treasurer. After much discussion on the motions, Tony Manes and Kris Russo withdrew themselves for consideration to the officer positions as presented by the Nominating Committee and Tony Manes made the motion to appoint the current board members to hold their existing positions. Motion seconded by Dan Castaldini. Motion passed 8-3 in favor. Director Milot suggested that the officer positions should be rotated periodically.
 - **Motion made by Joe Gagnier to appoint the same members of the board to hold the existing officer positions. Judie Gibbs seconded. Motion passed 8-3 in favor.**
 - **The Officers of the GIB are as follows:**

President	Tom Harruff
Vice President	Judie Gibbs
Treasurer	Martha Meyers
Secretary	Kris Russo

- C. **Roadwork –** Tom Harruff shared the information on the Park Place road collapse and the water main replacement in the President’s section of these minutes.

OTHER ITEMS TO DISCUSS –

- Tom Harruff noted the upcoming Mercedes Golf Tournament on April 10th.
- There is an outing for St. Matthews on April 19th.
- On March 29th there is a St. Johns golf outing.

NEXT MEETING – April 28, 2016 at the Imperial Golf Club House at 2:00 pm

ADJOURNMENT -There being no other business to discuss the meeting was properly adjourned at 2:48 p.m.