ROYAL ST. ANDREW ASSOCIATION, INC.
Board of Directors Meeting – In Person & Zoom Conference
Tuesday, September 16, 2025

Minutes

Call to Order by Manager Steve Mannik at 4:02pm

Quorum Established – Five board members were in attendance: President Tom Dudar, Vice President Mark Rosenfeld, Secretary Joe Cvengros, Treasurer Bahr Mahony, Board Member Justin Barnes as well as Manager Steve Mannik and 3 owners in person and 11 owners on Zoom.

Confirmation of Proper Meeting Notice – Steve Mannik confirmed the board meeting notice and agenda went out to owners on Friday September 12, 2025 meeting the required notice, and was posted in the mail room.

Additions/Corrections to Agenda: Owner George Jenkins wanted to discuss the Cable TV contract. There was no objection.

Approval of Board Meeting Minutes: Steve noted that the minutes from the board meeting held on August 19, 2025 were approved by the board via email and have been posted to the owner's page of the RSA website. Steve noted that there is a new document on the RSA website which has links to recording of all 2025 board meetings.

President's Report: None

Treasurer's Report: Bahr displayed a spreadsheet (attached) and went through some line-item variances of actual spending compared to budget. Overall expenses are about 5% under budget.

Account Balances	
Operating Fund:	$362,713
Reserve Fund:	$1,673,903
Total Assets:	$2,036,616

Manager's Report:

<u>Roof Replacement Project:</u> Steve talked about an investigation that was done by Taylor Engineering on a couple of wood sections on the roof. Taylor will be putting together a plan to add some extra bracing, but there is no need for a replacement. Taylor said that due to the beam design in these areas he would not recommend replacement with concrete as this would be too much weight.

Generator: Steve is working with an engineer on the placement of the new generator. It has a larger footprint, and we just learned about required clearances. The design for the new pad will be completed soon so we can prepare for installation.

Common Hallway AC: The installation was halted before the old unit was removed. One of the crew realized that the new AAON unit needs a different power supply, so the old unit was hooked back up. A plan was made to have one of All Florida Mechanical's electricians install a transformer to bring power to the proper level. The installation should happen in a couple weeks.

Steve reminded owners about an reserves educational meeting on Wednesday 09/17 at 4:30pm with Association Reserves who will explain the reserve process and the difference in funding levels.

Committee Reports:

Finance Committee: Irene shared the 2026 Budget Schedule and talked about the upcoming meetings. She mentioned the committee has gone through a process of drafting the budget and it is close to being ready to share with owners. There is currently a budget meeting with owners scheduled for October 6th at 4 PM. Irene discussed having a long-range planning group and solicited volunteers.

Project Committee: Owner, Mark Rosenfeld (committee chair)

Utility Balcony Vent Wall: Mark mentioned that RSA is close to finalizing the agreement with POMA Metals. Steve is working on communication to owners for a vote on preference between two design options for the metal screen.

Parking Garage: WC-FL will be moving to the parking garage next week. It will take about 2-weeks to complete concrete repairs and paint the structure.

Building Painting and Waterproofing: WC-FL is nearing completion of waterproofing and painting the building. They have also waterproofed the utility balcony decks.

Parking Lot Resurfacing: Mark spoke about the timing of resurfacing project and that it needs to be coordinated with the carport project. This will include drainage features to better direct storm water to the street.

Elevators: This is moving along on schedule. The second elevator should be completed in late November.

Other committee reports:

No other committee reports.

Board Business: No Board Business

Owner George Jenkins discussed the contract RSA has with Xfinity for cable service for the building. The contract is renewed every 2-years, and George wants to figure out if owners like the current service or would be willing to explore other options. The contract costs owners about $32k a year for the basic cable service. There was some discussion about the service and add on products such as Wi-Fi service. George said he is looking for other owners to help him with developing a survey to send out to owners and exploring alternatives.

Good Neighbor Section:

Justin had a few reminders, use the trash chute only from 9am to 9pm, breakdown boxes, clean the grill after use. He also mentioned that owners need to let their guests know about the rules. Justin commented that some board member positions will open up so consider running for the board, and also there are committees that can use help. The Social Committee is currently looking for assistance.

Steve reminded everyone that payments for Special Assessments #3 & #4 as well as Q4 dues are due on October 1, 2025.

Any other questions/comments: There were none.

Adjournment: Tom made a motion to adjourn, Mark second, all were in favor. The meeting adjourned at 5:54 PM.

Respectfully submitted, Approved:

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Steve Mannik, Manager