ROYAL ST. ANDREW ASSOCIATION, INC.
Board of Directors Meeting – In Person & Zoom Conference
Tuesday, June 16, 2026

Minutes

Call to Order by Manager Steve Mannik at 4:01pm

Quorum Established – Three board members were in attendance: President Tom Dudar, Secretary Joe Cvengros (Zoom), and Treasurer Art Molesphini, as well as Manager Steve Mannik and 2 owners in person and 9 owners on Zoom.

Confirmation of Proper Meeting Notice – Steve Mannik confirmed the board meeting notice, and agenda went out to owners on Friday June 12, 2026, and was posted in the mail room.

Additions/Corrections to Agenda: There were none.

Approval of Board Meeting Minutes: Steve noted that the minutes from the board meeting held on May 26, 2026 were approved by the board via email and have been posted to the owner's page of the RSA website.

President's Report: None

Treasurer's Report: Art displayed a spreadsheet showing variances to budget (attached). Overall RSA is 2% over in revenue and 2% under in expenses. He noted an increase in plumbing expenses in May for repairs needed from a drain pipe leak. Art said that the owners he mentioned last month who have been in arrears have made significant payments and should be paid up by end of July.

Account Balances	
Operating Fund:	$ 301,813
Reserve Fund:	$1,333,716
Total Assets:	$1,635,529

Art then displayed another sheet showing the special assessment values and the major projects within each special assessment. A second sheet was displayed showed the current spending, projected future spending, and estimated remaining balance. Each document is attached to these minutes.

Manager's Report:

Generator Update: Steve noted that the generator has passed the start-up process. It is scheduled to run a test cycle every Tuesday at 11:00AM for 20 minutes. TK Elevator has been notified and is working on getting the north elevator inspection scheduled. There will be periods of down time with each elevator to complete some cosmetic items and some additional maintenance on the south elevator.

Committee Reports:

Project Committee: Mark was not available, so Steve provided some updates.

There are 3 contractors on site right now. CRA is adding storm water drain scuppers to the lower carports. CIA Access is working on running conduit and network cables to re-establish the security cameras lost during the hurricanes. The paving contractor is here cleaning asphalt residue from the concrete in the parking lot exit area.

Architectural Metal: POMA is currently scheduled to begin mobilization and installation at some time next week. The process should take 2-3 weeks.

The shed is at the beginning of the permitting process. No installation date has been set.

There was some discussion on fencing for the generator and north garden.

Grounds Committee: The committee received some information from Grant's Gardens on upgrades along Palm Ave. This needs to be reviewed with the committee before being presented to the board.

No other committee had a report.

Board Business: Nothing for this meeting.

Questions/Comments:

There was a request to update owners on the 2027 budget process at the July board meeting.
There was a request to share the fence options with owners before a final decision is made.

Adjournment: Tom made a motion to adjourn, Art second, all were in favor. The meeting adjourned at 4:33 PM.

Respectfully submitted,

Approved: Board Approved
via email on 06/30/2026

____

Steve Mannik, Manager

Royal St. Andrew
2026 Income / Expense Statement as of 5/31/2026
($000)

	YTD Actual	YTD Budget	YTD Variance	Variance %	Comments
Revenue:	285.0	274.7	10.2	4%	Footnote # 1
Expense:					
Direct Operating	133.2	135.4	2.2	2%	Footnote # 2
General & Admin.	152.9	146.9	(6.0)	(4%)	Footnote # 3
Total Operating	286.1	282.3	(3.8)	2%	
Surplus (Deficit)	(1.2)	(7.5)	6.4	--	

Account Balances:

Operating Fund	--	301.8
Reserve Fund	--	1,333.7
Total Assets	--	1,635.5

Footnotes:

1 -- Late payment charges, Interest, Tax Refund
2 -- Budget evenly spread throughout the year, Plumbing Repairs
3 – Legal fees, Appraisal fees

Royal St. Andrew Historical Summary of Assessments and Aligned Activity -- $000

Assessment	Estimated Cost	Reserves Applied	Assessed Dollars	Major Projects & Percent of Estimated Cost
# 1 (6/25/24)	1,227	309	918	Elevators -- 64% Roof (Simon) -- 33%
# 2 (2/20/25)	1,345	255	1,090	Carport -- 65% Concrete Spalling -- 10% Reserve Contingency -- 20%
# 3 (8/18/25)	1,105	554	551*	Deco Block Remove / Install -- 39% Paving Drainage -- 20% Building Paint & W.P. -- 14% AC Relocation -- 13%
# 4 (8/18/25)	396	0	396*	Roof (Crowther) -- 92%
Total	4,073	1,118	2,955	

* NOTE: Project savings of $150 from #'s 1 and 2, along with a $100 insurance claim payment, helped reduce Assessments # 3 / # 4 by $250 – would have been $1,197.

Major Projects..	$ 3,776	-- 93%
Project Manager, Attorney, Engineer.............	$ 165	-- 4%
Other Work...	$ 132	-- 3%
	$ 4,073	– 100%

Summary of Assessment's Dollar Allocation -- $000 (6/3/26)

Assessment	Estimated Cost	Paid to Date	Remaining	Est. Future Spending	Estimated Balance	Balance Adjustment	Flexible Funds
# 1	1,227	912	314	227	88	(50) *	37
# 2	1,345	1,120	225	96	129	(100) *	29
# 3	1,105	556	549	539	10	--	10
# 4	396	385	11	6	5	--	5
	4,073	2,974	1,098	867	231	(150) *	81

* Dollar savings that were shifted to Assessment # 3 projects.

1 – Elevators --- $ 50

2 – Carport / Project Mgr. --- $ 100