ROYAL ST. ANDREW ASSOCIATION, INC.
Board of Directors Meeting – In Person & Zoom Conference
Tuesday, January 20, 2026

Minutes

Call to Order by Manager Steve Mannik at 4:03pm

Quorum Established – Four board members were in attendance: President Tom Dudar, Vice President Mark Rosenfeld, Treasurer Bahr Mahony, Board Member Justin Barnes as well as Manager Steve Mannik and 4 owners in person and 6 owners on Zoom.

Confirmation of Proper Meeting Notice – Steve Mannik confirmed the board meeting notice and agenda went out to owners on Friday January 16, 2026 and was posted in the mail room.

Additions/Corrections to Agenda: Steve said there will be a change in the order of the agenda with the discussion on the drain stack cleaning being moved to the last agenda item.

Approval of Board Meeting Minutes: Steve noted that the minutes from the board meeting held on December 16, 2025 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: Bahr shared his screen displaying a variance report for the financials dated 12/31/2025. He noted that the numbers could change based on the financial review that will be completed by the association's CPA firm. Report Attached

Account Balances:
Operating: $250,447
Reserve Account: $962,081
Total Assets: $1,660,219

Committee Reports:

Social Committee: The chair, Mary Dudar was unable to attend but provided a written report. I would like to thank my committee, Fran Wurlitzer and Nancy Magee for their support on the Winter Party in December. Other residents who provided material goods and support were Erika Joaquim and Todd and Dana Smith. Residents generously provided desserts and beverages, making the party a community effort. Thirty residents attended the event.

Going forward into 2026, we are scheduling some new events and changing the First Sunday gathering to a poolside TGIF, on the first Friday of each month. Please look for a survey in your email which describes the other events and give us your feedback along with other ideas you would like us to consider.

Finally, we are eager to have more residents join the Social Committee. Please let Steve know or contact any of the committee members.

Project Committee:

Mark talked about the parking lot project and noted we are expecting the contractor to address some water draining issues that need to be corrected on the north side of the parking lot as well as some top surface repairs to be done in areas. We are also considering replacing the asphalt at the north entrance with concrete.

Architectural Metal Screen: Mark had hoped to hear from POMA metals on pricing for a screen railing to go along the east walkway where the new concrete was installed and a barrier to hide the recycle bins. Once we get the cost, the committee will be able to make a recommendation to the board.

Generator: Steve said the gas permit is finally with the city with a status of under review. Once the permit is issued, we expect it to be about 3 weeks out for the installation. Once completed other projects will be able to move ahead.

There was a discussion on the carport project related to the Thornton Tomasetti report and a possible need to evaluate the parking structure. The association will work with CRA to resolve any concerns.

Landscape Committee:

Vicki noted that the committee had a meeting with the owner of Tropical Gardens to go over changes to the landscaping on the east side of the property. There was a proposal submitted but it has not been fully evaluated at this time. The proposal appears to be incomplete.

Elections Committee:

Linda noted there is an annual meeting coming up and there will be no need for a board member election this year as there are 3 open seats and 3 candidates that submitted the required paperwork prior to the deadline. She also notes the legal documents that the committee and association follow. She emphasized that we need a quorum of owners for the annual meeting to take place.

Tom brought up that RSA is looking for more members of the Compliance Committee. There was some discussion on the responsibilities of the committee.

Internet/ Cable Service: George noted that there are 2 providers (Xfinity/Hotwire) being looked at for a possible bundled package for the association to include TV and Internet. We are going back to each company to make sure they are offering their best deals. This process is being done using the results of the survey completed by owners. There will be a recommendation made to the board and then owners will be given an opportunity to provide feedback before a contract is signed.

Board Business:

Drainpipe Stack Cleaning: Steve started by explaining the process to date. RSA began by having Pipe Restoration Solutions (PRS) put cameras down all 14 drain stacks. PRS recommended RSA clean 5 kitchen stacks. That process began last week with the 04/05 units kitchen stack and then moved to the 03/04 units kitchen stack. During the process there were multiple holes caused by the process and due to this it was determined that the stacks would also need to be lined. The lining process will begin next week after sections with holes are repaired. Even though we expected to do this to 5 stacks, due to learning how brittle these pipes may be, we are considering doing all of the drain stacks. It was also noted that chemical-based products damage the pipes and should not be used. There are non-chemical options, or a plumber can clear drains without using chemicals. After additional discussion, there was a consensus to look for and involve a plumbing consultant/engineer to help guide RSA through the remainder of this process.

Adjournment: Tom made a motion to adjourn, Mark second, all were in favor. The meeting adjourned at 5:59 PM.

Respectfully submitted, Approved:

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Steve Mannik, Manager