

## MINUTES

### EAST GREENS CONDOMINIUM, INC.

Meeting of the Board of Directors  
September 16, 2019  
East Greens Clubhouse  
Lehigh Acres, FL 33936

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**DETERMINATION OF QUORUM.** Board members present were Mark Otto, Dan Truetlein, Patty Vealey and Shirley St.Clair (by phone). Dee Swartwood was absent. Allison Cefalu, CAM, was in attendance for Management Professionals, Inc.

**CALL TO ORDER.** Mark Otto called the meeting to order at 4:00 p.m. at the East Greens Clubhouse, the location specified in the notice for this meeting.

**WELCOME GUESTS.** Mark Otto welcomed Donna Burns-Russell, John Chandnoit, Virgil Chesnutt, Marty Clifton, Mickey & Pat Mahaffey, Candace Merritt, Sharon Nolde, Leonard & Melody Oliver, Linda Russell, and Cathy Wickersham.

**PROOF OF NOTICE OF MEETING.** In accordance with bylaw and statutory requirements, the notice for this meeting was posted September 13, 2019 by Allison Cefalu.

**READING AND DISPOSAL OF UNAPPROVED MINUTES.** Patty Vealey made a motion to approve the minutes of the May 20, 2019 Board of Directors meeting. Shirley St. Clair seconded the motion. Motion passed unanimously.

**TREASURER'S REPORT.** Allison Cefalu presented the Financial Report through August 31, 2019. Operating Account \$30,818.69, Reserve Acct. \$193,978.20, CD Capital Projects \$20,090.22, CD Reserve Fund \$35,920.34 and Accounts receivable \$4,141.55. Total Assets \$284,949.00.

### **UNFINISHED BUSINESS**

**Drain Grate.** 411 was notified to mark lines. We have been working with contractor and line companies to get the area marked off. Weather is a big factor with this repair.

**NEW BUSINESS.** **Raccoons.** Owners are advised to not feed. Do not keep bird feeders. Make sure garbage is secure. Phantom units need to be closed when workers are not present. Raccoons will get into any openings. Dee Swartwood and Donna Burns-Russell have put out traps to catch and remove.

Dee Swartwood asked to purchase two (2) traps at the cost of \$29.99 each. Patty Vealey made a motion to authorize the purchase of the traps. Mark Otto seconded the motion. Motion passed unanimously.

Linda Russell reported Dee Swartwood had contracted with someone to have the raccoons removed and paid a trapper fee. Reimbursement was requested. The Board of Directors will wait until Dee Swartwood can submit the receipts.

**Tree Replacement/Relocation.** There are three (3) Queen Palms around East Greens that can be relocated. One located at 8 East Greens Circle will be moved to 3 Park Lane Circle. There is a Double Queen Palm under some power lines which can also be relocated. 5 Regency Court and 21 East Greens Blvd each

would like one replaced. If there are any other owners that lost a tree due to Hurricane Irma wanting them replaced should contact the Management Office to get added to the list.

2020 Budget Workshop. The Board of Directors reviewed the year-to-date expenditures and the previous year's budget per line item to construct the proposed 2020 budget. The projected amount if approved will remain at \$250.00 per unit per month

Any new business which may properly come before the Board. The vendor cleaning the clubhouse needs to dust and clean around window sills.

A tree behind 1 East Greens Circle needs to be cleaned out around the base of the tree.

Linda Russell has requested some landscaping be placed around the electrical boxes in the rear of 8 Regency Court.

**DETERMINATION OF NEXT MEETING.** The next meeting of the Board of Directors is the Budget Adoption on October 21, 2019 at 4:00 p.m. at East Greens Clubhouse, Lehigh Acres, FL 33936.

**ADJOURNMENT.** There being no further business, Mark Otto adjourned the meeting at 5:06 p.m.

*Minutes typed by Management Professionals, Inc. and have not yet been approved by the Board of Directors.*