

MINUTES  
GOLFWOOD CONDOMINIUM NO. 2, INC.

Board of Director's Meeting  
October 16, 2023  
Management Professionals, Inc.  
530 Construction Lane  
Lehigh Acres, FL 33936

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**DETERMINATION OF A QUORUM.** Board members present were Carol Pfaff, Charles Soo, Bob Taylor, and Betty Trexler. Paul Gagne was absent. Allison Cefalu, CAM was in attendance for Management Professionals, Inc.

**CALL TO ORDER.** The meeting was called to order at 10:00 a.m. at the office of Management Professionals, Inc., the location specified in the notice for this meeting.

**PROOF OF NOTICE OF MEETING.** In accordance with bylaw and statutory requirements, the notice of the meeting was posted on Bulletin Board on October 2, 2023 and mailed to all owners.

**WELCOME GUESTS.** Bob Taylor welcomed guests Deanne Babcock, Celso Rodriguez, Michael Whitescarver and Abby Yeomans.

**READING & DISPOSAL OF MINUTES.** Betty Trexler made a motion to accept the September 18 2023, minutes with grammatical correction. Carol Pfaff seconded the motion. Motion passed unanimously.

**FINANCIAL REPORT.** Allison presented the Board with the September 30, 2023 financial report. Operating account has a balance of \$3,970.21 Reserve account has a balance of \$37,893.62 Accounts Receivable account has a balance of \$130. Carol Pfaff made a motion to accept the September financial reports as presented. Charles Soo seconded the motion. Motion passed unanimously.

**UNFINISHED BUSINESS.** Nothing to report at this time.

**NEW BUSINSS.** *Mandatory Termite Inspection.* Florida has several different termites that are very prevalent in this area. Due to the units being adjacent to each other, once one side gets treatment the other will too. Several problems can occur due to termites. Bob Taylor suggested requesting a new buyer/seller obtain a termite inspection. Bob Taylor requested management obtain more information from attorney and insurance on termite responsibility.

*Florida Building Code.* The Association has been receiving modification requests to replace windows, doors, etc. Bob Taylor wants to make sure the owners are receiving Florida approved products. Bob Taylor is requesting to have the Florida product code on the application so we can make sure it's an approved product. Bob Taylor also reminded everyone to make sure owners obtain insurance information from their vendors. Bob Taylor made a motion to add "Florida

Product Code Approval” to the modification requests forms for future requests. Charles Soo seconded the motion. Motion passed unanimously.

2024 Budget Adoption. The Board of Directors and guest at the meeting discussed the reason for the increase. Some figures were adjusted to lower the monthly proposed amount. After the adjustments were made, Charles Soo made a motion to adopt the 2024 proposed budget at \$246 per unit per month. The insurance renewal is the cause for the high increase.

Alvero landscaping has included small/minor weed control and small shrubbery trimming within the 5 ft perimeter. If you are interested in having Alvero take care of this matter, please contact management with photos of your area. Your request will be added to the list. Once the list is created and all photos received, we will coordinate with Alvaro to have the work completed. Alvaro services Golfwood 2 only on Fridays. The requests will be completed in order received by management.

Charles Soo made a motion to approve the Palm tree trimming at 349,347,341,355. Carol Pfaff seconded the motion. Motion passed unanimously.

**NEXT MEETING.** The next meeting of the Board of Directors will be on November 20<sup>th</sup>, 2023 at 10:00 a.m. at the offices of Management Professionals, Inc., 530 Construction Lane, Lehigh Acres.

**ADJOURNMENT.** With no further business motion to adjourn the meeting 11:02 a.m.

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