

MINUTES
GOLFWOOD CONDOMINIUM NO. 2, INC.

Board of Director's Meeting
September 19, 2022
Management Professionals, Inc.
530 Construction Lane
Lehigh Acres, FL 33936

DETERMINATION OF A QUORUM. Board members present were Carol Pfaff, Ralph Freathy, Charles Soo, Betty Jane Trexler and Robert Taylor. Allison Cefalu, CAM was in attendance for Management Professionals, Inc.

CALL TO ORDER. Carol Pfaff called the meeting to order at 1:06 p.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 mailed to all owners on September 13, 2022.

WELCOME GUESTS. Carol Pfaff welcomed guests Chuck Babcock (319 Maycrest), and Paul Gagne (327 North).

READING & DISPOSAL OF MINUTES. Bob Taylor made a motion to accept the May, 17, 2022 minutes as presented. Charles Soo seconded the motion. Motion passed unanimously.

FINANCIAL REPORT. Allison presented the Board with the August 31, 2022. Operating account has a balance of 4,157.50. Reserve account has a balance of \$184,425.48. Accounts Receivable account has a balance of \$11,487.81 with the Assets/Liabilities/Equity totaling \$3,535.11. Ralph Freathy made a motion to accept the August 31, 2022, financials as presented. Bob Taylor seconded the motion. Motion passed unanimously.

UNFINISHED BUSINESS. *Address Stencils.* The Association has purchased number stencils for the address numbering on the driveways. All units are required to have the address numbers at the end of their driveway. Charles Soo has the stencils if/when owners need to repaint.

Tree Installations. The Association was provided with two proposals from Browning Nursery & GDI Nursery. The Board has requested clarification on staking and warranties.

Browning Nursery \$499.00 Install 45 Gal Oak Tree
\$2093 Install 7 14-15' tall Queen Palms
Staking is an additional \$40 per tree (Clarification if stakes are necessary)
Warranty 90 days for tree's
Total without stakes \$2760.48
Approx Total with Stakes \$3048.48

GDI Nursery \$300.00 Install 45 Gal Oak Tree
\$2450 Install 7 14-16' tall Queen Palms
Clarification if staking is included?
Warranty Information?
Total of proposal \$2750.00

One management receives clarification for the above questions the Board will decide which company to contract with.

NEW BUSINESS. *Any new business which may properly come before the Board.* Charles Soo reported the stop signs throughout the community are rusted and deteriorating. Charles Soo looked in shed and have no spares. The main community sign is also in need of painting. Do we have any volunteers. Bob Taylor requested if the Association decides to replace the signs that we follow state regulations for size and material for liability purposes.

It was suggested to clarify the shrubbery rule within the Board adopted Rules & Regulations. The Board of Directors has the authority to adopt clarification changes to the Board adopted Rules & Regulations with the vote of the Board of Directors. The underlined section is the proposed Rule clarification.

CURRENT - E. Fruit trees, plants, shrubbery are the property of the closest unit owner. This is because that owner is the person responsible for the upkeep of the tree (picking up rotting fruit and trimming growth) and trimming of the bushes, removal of weeds, etc. Also see "H" below.

RECOMMENDED - E. Landscaping (eg Organic materials such as trees, plants, shrubs) planted within five feet of the unit falls within the unit owner's responsibility to maintain. Such maintenance shall include the upkeep and appearance necessary to ensure healthy and thriving organisms and is consistent with the look of landscaping among other units in the association. Unit owners shall trim dead branches, pick up fallen fruit, remove intrusive, over grown and unsightly weeds. Width of shrubs should not extend beyond the driveways.

Landscaping within five feet of the unit lies under the roof soffit. The association is responsible for the maintenance of the roofs in the association. Unit owners shall not allow any landscaping materials to grow such that they exceed the height of the soffit. Trees and shrubbery allowed to grow over the roof line creates a potentially hazardous situation and can, in extreme circumstances, damage the roof or cause bodily harm should they be compromised (as in a hurricane, strong storm or diseased tree). Owners shall trim them to at or below the height of the soffit.

Unit owners' maintenance responsibilities are in effect whether they presently occupy the unit or are away for any length of time. (see also Sec H).

It was reported that the pool at 323 North Avenue has been drained. The Board requested we make contact with the Owner to see if she has plans to visit the condo.

Charles Soo reported the shed has a leak in the metal roof. Have roofer out to inspect for repairs and/or replacement.

Charles Soo reported all flood lights have been repaired and/or replaced. Childs Roberts will be out Wednesday to replace a bad timer.

Betty Jane Trexler reported holes in the sod in front of her unit. Have lawn care take a look to see if they can minimize the holes.

NEXT MEETING. The next meeting of the Board of Directors will be The 2023 Proposed Budget Workshop on Monday, October 17, 2022, 11:00 a.m. at the offices of Management Professionals, Inc., 530 Construction Lane, Lehigh Acres.

ADJOURNMENT. With no further business Bob Taylor made a motion to adjourn the meeting. The meeting was adjourned at 1:54p.m.

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