

KINGS GREENS AT MAJESTIC CONDOMINIUM ASSOC. INC.

354 Homestead Rd., Lehigh Acres, FL 33936

October 20, 2020 – 4:33 pm – Majestic Clubhouse

Board of Directors Meeting Minutes

- The meeting was called to order by President Jere Carick at 4:33 pm. This meeting was held via Zoom in addition to in person. A Quorum was established and agenda approved.

Present: Jere Crick, President; Carl Magno, Vice President; Linda Lofink, Treasurer; Anna Placenti, Secretary; Normand Beaulieu. Diane Zigrossi, CAM and One resident was also present.

- Opening comments from JereCarrick: Everything is stable. Ziggy Ross passed away, Services are Saturday, 10/24/20 at Christ United Methodist Church.

- Correction to last month's minutes regarding the starting time from 10:00 am to 11:00 am was made. Motion to approve was made by Linda Lofink; Second by Anna Placenti. Motion passed.

- Motion to approve minutes of 9/29/20 made by Linda Lofink; Second by Carl Magno. Motion passed.

No Treasurer's Report – Diane and Linda working with Spires & Associates to make sure they have correct beginning balances in their system. Linda asked Diane Zigrossi for July 31st Quick Books reports – Balance Sheet, profit and loss and accounts receivable aging to check beginning balances from August Financials Spires has provided; Spires did not separate paint versus roof reserves, Diane to sort that out. Diane to check with Doug from Spires find out the deadline for budget completion to provide them with 2021 quarterly assessment figure so they can print up and distribute the 2021 coupon books for association dues to homeowners timely.

Action Items:

- 1) Motion made by Karl for meeting, second by Normand, to schedule the next two meetings to be held at 6:30 PM. Our next Meeting is scheduled for Tuesday, November 17th at 6:30 p.m. Motion passed. We will assess if additional attendance results from the time change after Decembers meeting.
- 2) Budget Meeting scheduled for - Oct. 28th, at 4:30 p.m. via zoom or in person. Motion made by Karl for meeting, second by Normand, Motion passed.

Old Business:

- 1) 20068 LVCN Fire update - Cleanup at 20068 Lake Vista Cir. N., Final walk through by end of October, 2020.
- 2) Diane mentioned Insurance premium went up by \$9,000 due to Hurricane Irma in 2017. We should budget at least a 10% increase for budget purposes.
- 3) Recreation Use Agreement – Requested filed documents from Tallahassee regarding the use agreement attachment missing from the documents filed with Lee County. Once signed use agreement is located we can pursue investigation.
- 4) Spires Update – discussed above
- 5) Pending Association Documentation Recovery – our attorney has written letter to prior management company requesting Kings Greens financial and other records. Meanwhile Linda suggested we start recreating ourselves. Jere, Carl and Norm should go through all

their records and provide Diane with any pertinent reports, financial statements, etc. to start rebuilding our files.

- 6) Diane to talk with Spires to see how we can contact IRS to find out the last tax return filed.
- 7) Jere to provide Cool Breeze Corporate documents to show ownership.
- 8) Diane obtained copies of 2018 and 2019 bank statements.
- 9) Linda made a motion to spend \$25 per hour (bank service charge) to get copies of all cancelled checks 2018-2019 from Achevia Bank, Jere seconded, Motion passed. This will enable us to recreate 2018 and 2019 income and expense activity to produce internal financial statements and tax returns. Diane will contact Linda once copies of the cleared checks have been received.

New Business:

- 1) Building Maintenance –
 - Fire Extinguishers will be checked.
 - 19915 Lake Vista Cir., Unit #2 - Angel Perez – leak by roof in gated area possible air conditioning leak. Diane to contact estate attorney for access to unit.
 - Lattice above fence in gated area by either 20068, 20055, or 20025 Lake Vista Cir. Needs repair.
 - Address sign needs replaced 20068 Lake Vista Cir N., also sign on Larson Ave. needs repair.
 - Dryer Vent Cleaning to be included in 2021 Budget.
 - Landscaping issues continue.
- 2) Collections.
 - Late Fee charges and interest on delinquent dues. Diane will go over late and finance charges with Spires to be sure they are adding to unpaid/late assessments.
 - Spires will be picking the prior to 6/1/2020 that Diane was making collection efforts and also staying on top of those delinquent going forward.

Reports of 19942 Lake Vista Cir. N, Unit #4, Kitchen in Garage. Against the documents of Kings Greens. Jere to speak with owner.

Motion to adjourn by Carl Magno; second by Normand Beaulieu: 5:35 pm

Next meeting to be scheduled for Tuesday, November 17th at 6:30 p.m.

Submitted: Anna Placenti, Secretary