

**SILVERLAKES-GATEWAY HOA**

**c/o Compass Rose Management  
1010 NE 9th Street  
Cape Coral, FL 33909  
239-309-0622**

**Board of Directors Minutes  
January 20, 2021 – 5:00 pm  
Silverlakes Community Clubhouse**

- 1. Establish Quorum/Call to Order:** The meeting was called to order at 5:02 pm with President, Lauren Siegel; Treasurer, Markus Albrecht; Secretary, James Wisniewski and Director, Claude Marku in attendance. Tiffany Reyes and Scarlet Milano, CAM, were also present representing Compass Rose Management. Vice President, Rick Anderson was absent.
- 2. Proof of Notice:** Notice was posted more than 48 hours in advance as required by Florida Statute at the Silverlakes Community Clubhouse and the Community exit gates.
- 3. New Business-Installation of Tele Entry System by Securitech 1:** Securitech is in the process of activating and assigning all resident RFID stickers. The project may be completed in one (1) week. Only 66% of Silverlakes' residents read the email blasts. A mailing may be necessary to notify the remaining residents of the RFID collection dates and times. The association may need to allow two (2) days for residents to collect their stickers. Securitech has finished welding the gates and securing all dry contacts. The RFID reader at the entrance gate is installed and fully operational. The power supply issue was also addressed by the vendor. Securitech charges a monthly fee in the amount of \$149 to maintain and host the cloud-based system. The association has paid one year of this monthly maintenance fee in advance. Securitech will also charge a \$30 monthly fee to maintain and update the database for the association. Compass Rose may be able to maintain and update the database as well if Securitech will allow them access. CRM will copy Donna Marchetti and Jane Grethey on all sale and lease applications so they may also keep a record of the proxy card numbers for access to the HOA's website. Compass Rose will need to order a new supply of RFID stickers and proxy cards to sell to residents. The board discussed possible solutions for new residents that need immediate gate access while they wait to collect their RFID stickers. The realtor code was discussed as an option. A temporary code that would expire in ten (10) days was also discussed though Securitech does not think this is a viable option. The association will deactivate all clickers and the resident code beginning April 1, 2021. Other access codes (e.g., vendor code) will remain active. Beginning April 1, homeowners will need to use their five (5) digit proxy card number plus a zero (0) at the end for entry if using the call box. If proxy cards are not working correctly to enter the clubhouse, gym, or pool, the resident should stay at the reader and contact Securitech (phone number is on the door). Securitech will be able to locate and activate the card while the resident is at the reader.

The board also discussed the old camera equipment. They would like to donate the equipment to Goodwill.

**Adjournment:** With no further business to discuss, the meeting adjourned at 5:58 pm.

**Meeting adjourned at 5:58 pm.**

