

**SILVERLAKES-GATEWAY HOA**

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

**Board of Directors Minutes  
February 16, 2022 – 6:00 pm  
Silverlakes Community Clubhouse**

**1. Establish Quorum/Call to Order:** The meeting was called to order at 6:00 pm with President, Lauren Siegel; Vice President, Catherine LeGendre; Treasurer, Markus Albrecht; Secretary, James Wisniewski and Director, Claude Marku in attendance. Scarlet Milano, CAM, was also present representing Compass Rose Management. Lauren Siegel introduced Catherine LeGendre. She was appointed to the Board when Rick Anderson resigned and will assume the remainder of Rick's term on the Board.

**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. Pledge of Allegiance:** The Pledge of Allegiance was recited.

**4. Approval of the Minutes:**

**a. January 19, 2022, Board of Director's Meeting Minutes**

**Motion:** A motion was made by Markus Albrecht to approve the January 19, 2022, Board of Director's Meeting minutes. Seconded by Lauren Siegel. **All in favor - Motion Passed.**

**a. February 8, 2022, Special Board of Director's Meeting Minutes**

**Motion:** A motion was made by Markus Albrecht to approve the February 8, 2022, Special Board of Director's Meeting minutes. Seconded by Lauren Siegel. **All in favor - Motion Passed.**

**5. Old Business**

**a. Treasurer's Report:** The report was provided by Markus Albrecht.

Aged Owner Balances Total: **\$13,093**

Cash – Operating: **\$233,761**

Cash – Reserves: **\$707,682**

Total Cash: **\$941,443**

Expenses over budget: **\$3,933**

At the end of January there were forty-two (42) delinquent owners, In December there were thirty-one (31) delinquent owners. In November there were thirty-six (36) delinquent owners. The outstanding balance is \$13,093. Twenty (20) owners have fines on their account. Three (3) accounts are with the association's attorney. Eleven (11) assessments remain unpaid.

**Motion:** A motion was made by Jim Wisniewski to approve the Treasurer's Report. Seconded by Claude Marku. **All in favor - Motion Passed.**

**b. Committee Reports**

**i. Architectural Control** – Twelve (12) applications were received, twelve (12) were approved. The committee approved three (3) paint requests, three (3) roof replacement requests, one (1) roof

replacement and rain gutter replacement, three (3) oak tree removal requests, one (1) driveway paver installation request and one (1) request to replace the glass door panel by the front door.

- ii. Communications** – Newsletter information is due by Monday. Sue Beard thanked the volunteers on the Welcoming Committee.
- iii. Clubhouse Social** – Pat Macchia reported that the Breakfast held at the beginning of February was a success. Bingo will be held at 7 p.m on Saturday, February 19<sup>th</sup>. Brazilian Carnival will be held on February 26<sup>th</sup> from 6 p.m.-9 p.m. The next Breakfast will be March 5<sup>th</sup>. The Book Club will meet on March 14<sup>th</sup> at 2 p.m. The St. Patrick’s Dinner will be on March 17<sup>th</sup> at 6 p.m.
- iv. Finance** – The Finance Committee met on February 15<sup>th</sup> and raised several points for the Board’s consideration. The committee suggested the Board investigate acoustic improvements or a PA system and amplifier for the clubhouse. They also suggested using a projector during the Board meetings, so homeowners have a visual aid during the Treasurer’s Report. There is confidential information on the Treasurer’s Report that cannot be shared with the members. The Board would need to modify the report in order to share it visually with those in attendance. The Board will investigate options for a PA system. They will discuss the projection screen at a later date. The committee was also concerned that the association is currently over budget. Jim Wisniewski explained that the year-to-date finances vs the year-to-date budget will vary from month to month as some actual expenses are backloaded while others are frontloaded. The annual budget is divided into twelve (12) equal amounts for monthly comparison purposes however many of the actual expenses of the association are incurred at various times during the year and not in equal monthly amounts. What is important is understanding this timing issue and assessing whether each expense account is on target for the entire year and not focusing on any particular year-to-date result in a specific account. The committee asked if the annual audit is required. A review is required by Florida Statute, but the Board is more comfortable having an audit by an independent CPA performed because the Board outsources day-to-day accounting to CRM and does not have direct control over the accounting function.
- v. Fine Appeal** – Carol Walker reported that the committee received two (2) waiver requests for parking violations. One (1) waiver request was approved because the vehicle did not belong to the resident. The other waiver request was denied.
- vi. Exercise** – No report. There has been an increase in expenses for the fitness center. The equipment is a few years old, and the fitness center is heavily used. There have been repairs made to the elliptical and the treadmills in the past couple of weeks. The Exercise Committee’s involvement in maintaining the fitness center is not apparent. They have not provided any report for the Board in some time.
- vii. Vendor Oversight** – Dan Dobson reported that the distressed ixoras by the side entrance of the clubhouse have been removed and sod has been installed in their place. Greg Walker organized the janitor’s closet. The committee cleaned the exterior coach lights. The committee presented three (3) estimates from Ramiro Rodgers. The first estimate is for the removal and flush cut of a dead palm located in the park by the villas. The cost is \$250. The second estimate is to remove and stump grind old Lugustruin bushes along pool fence and spread mulch in their place. The cost is \$2,237. The third estimate is to remove a tree on the property of one of the villas, but it will not be completed at this time. The Board discussed beginning to investigate roadway repairs that were suggested by the engineer when the latest reserve study was performed. The reserves are funded for this. Markus Albrecht would like to begin this project this year. The asphalt is crumbling. Ritchie Grethey is already investigating costs.

#### **c. Legal Issues –**

**i. Deactivation of Proxy Cards-** There are no new delinquent accounts therefore no additional proxy cards will be deactivated.

**ii. Lien Foreclosure Authorization-**

**Motion:** A motion was made by Lauren Siegel to provide authorization to GDC to move forward with the lien foreclosures on accounts 18381 and 18450. Seconded by Claude **All in favor - Motion Passed.**

Account 18388 was discussed. New York Bank Mellon foreclosed on the property. CRM will follow up since the deed has been recorded with the county. There is a credit balance on this account.

**d. Rental tracking** – The report generated by Compass Rose indicates twenty-three (23) rentals.

**e. Association Manager’s Report** – The CAM read her report.

**f. Homeowner’s Forum:**

- 1) A homeowner suggested email blasting the agenda to the residents so homeowners know what will be discussed at the monthly board meeting. It was explained that the agenda is not finalized until the day before the meeting to be certain all issues will be addressed. An eblast will be sent with the final agenda the day prior to each regular board meeting.
- 2) A homeowner reported that the newsletter used to contain a more detailed synopsis of what occurred at the meeting. She would like the Newsletter to contain more detail. It was explained that the newsletter is meant to be only a high-level summary and that the details of each meeting are contained in the meeting minutes available to owners on the web site. The minutes are posted to the website as soon as they are approved, and the board meetings are open to the membership.
- 3) A homeowner asked when the lake remediation would begin. The water level first needs to recede, then the north and central lakes (Lakes 85 and 88) are expected to be started in the next couple of months and are expected to be worked on at the same time.
- 4) A homeowner commented that visitors speaking into the call box are occasionally hard to understand or hear. Visitors should get closer to the microphone. Lauren does not think the call box is the correct call box for an HOA. The Board challenged Securitech when the call box was getting installed, but the vendor assured the Board that it was the proper call box.
- 5) The shrubs need to be trimmed at the entrances to the clubhouse again. They are obscuring driver’s views when exiting.
- 6) A homeowner commented that the same residents are using the clubhouse parking lot to park their excess vehicles daily. They use several spaces and park there for most of the day. They move their vehicles during the restricted hours, so they are not technically breaking any rule.
- 7) A homeowner asked if the clock by the pool has been repaired. Dan Dobson will replace the clock.
- 8) A homeowner asked why there is a 5-foot fence limit in the community. You cannot buy a 5-foot fence. The homeowner commented that he is only able to purchase a 6-foot fence and then cut the fence. This is more expensive for the homeowner because it is considered a special order. The Board will consider 6-foot fences.

**6. New Business**

**a) Lugustruin Plant Removal-** Already discussed.

**7. Next BOD Meeting** –Wednesday, April 20, 2022. Annual Membership Meeting: Wednesday, March 16, 2022

**Adjournment:** With no further business to discuss, the meeting adjourned at 8:09 pm.