

**SILVERLAKES-GATEWAY HOA**

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

**Board of Directors Minutes  
Wednesday, May 22, 2024 – 6:30 pm  
Silverlakes Community Clubhouse**

**1. Establish Quorum/Call to Order:** The meeting was called to order at 6:30 pm with President, Joe Conners (via speaker phone); Vice President, Ray Beard; Treasurer, Catherine LeGendre; Secretary, Manoj Sam; and Director, Nick York in attendance. Scarlet Milano, CAM, was also present representing Compass Rose Management.

**2. Proof of Notice:** Agenda 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. April 17, 2024, Board of Director's Meeting Minutes**

**Motion:** A motion was made by Catherine LeGendre to approve the **April 17, 2024**, Board of Director's Meeting minutes. Seconded by Sam Manoj. **All in favor - Motion Passed.**

**5. Treasurer's Report:** Catherine LeGendre reported.

Reporting as of April 30, 2023:

Aged Owner Balances Total: \$5,943

Cash – Operating: \$190,751

Cash – Reserves: \$809,801

Total Cash – \$1,000,552

Budget to Actual – Over budget \$13,825

At the end of April, there were thirty-four (34) delinquent accounts. In March, there were twenty-one (21) delinquent accounts. Eleven (11) of those accounts were for past due assessments totaling \$2,861 and seven (7) were accounts with fines totaling \$2,098. One (1) account is with the HOA's attorney. The remaining balance is attributed to late fees and interest. The HOA is over budget year to date in Repairs and Maintenance and Villa Ground expenses. The HOA is under budget in Utilities.

**Motion:** A motion was made by Sam Manoj to approve the Treasurer's Report. Seconded by Nick York. **All in favor – Motion Passed.**

**6. Old Business**

**a. Committee Reports**

**i. Architectural Control** – There were three (3) ACC requests approved at the April Meeting.

One (1) solar panel installation

Two (2) roof replacements

**ii. Communications** – No report given.

**iii. Clubhouse Social** – The following events have been scheduled:

**June 1** – BBQ Dinner

**June 10** – Book Club at 2 pm

**June 18** – Bingo at 7 pm

**July 4** – BBQ Dinner

Game nights are held every Monday, Tuesday, and Thursday. Morning coffee is held every Monday, Wednesday, and Friday.

**iv. Finance** – The Finance Committee met last night. They suggest increasing the clubhouse rental nonrefundable fee from \$25 to \$50. The Board will take this into consideration.

**v. Fine Appeal** – No requests were received.

**vi. Exercise** – No report given.

**vii. Vendor Oversight Committee** – The South Trail Fire Department visited the community as a part of a new inspection process. The inspections will now occur on an annual basis and a fee will be charged for the inspection. The Board will account for this new fee in future budgets. All the issues reported during the Fire Department inspection have been resolved with the exception of the maximum occupancy sign which CRM has on order. The VOC will mount the sign in the required location once the signs have arrived.

**d. Legal Issues** –

**i. Deactivation of Proxy Cards**- There are no new cards to deactivate.

**ii. Rental tracking** – The report generated by Compass Rose indicates twenty-five (25) rentals.

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

**7. President's Report:** No report given.

**8. New Business** –

**a. Appointment of Pool Committee** – Phyllis Currier (Chair) and Marilyn Steiner were seated on the Pool Committee.

**Motion:** A motion was made by Catherine LeGendre to appoint Phyllis Currier and Marilyn Steiner to the pool committee with Phyllis serving as the Chair. Seconded by Sam Manoj. **All in favor – Motion Passed.**

**b. Update to Purchase Application Fees** - The Association will charge a \$500 Purchase Application fee rather than collecting a Resale Contribution fee. No owner vote is needed to add this application fee. GDC was consulted and agreed that \$500 is a reasonable sum to collect. This will help keep the HOA fees low by supplementing future reserve contributions. The reconvened meeting that was scheduled for June is no longer required.

**Motion:** A motion was made by Catherine LeGendre to approve the revisions to the Purchase Application Fee to include a \$500 fee payable to Silverlakes Gateway. These fees will go directly to the Reserves. Seconded by Nick York. **All in favor – Motion Passed.**

**f. Homeowner Forum –**

- Homeowner asked for the status of the gates. Key Security is still in the process of fabricating the swing gate. The operator will also be replaced.
- Homeowner commented that the drivers entering the community are speeding because the gates are open. The suggestion was made to put a message on the electronic message board that reads “SLOW DOWN”.

**10. Next Meeting – August 28, 2024, at 6:30**

**Adjournment:** With no further business to discuss, the meeting was adjourned at 6:55 p.m.

**Motion:** A motion was made by Sam Manoj to adjourn the meeting at 6:55 p.m. Seconded by Nick York. **All in favor – Motion Passed.**

