

**Villas de Golf Association, Inc.**  
**Board of Directors Meeting**  
**Unapproved Regular Meeting Minutes**  
**December 13, 2022, Clubhouse**

**Call to Order:** The meeting was called to order at 7:12 pm. 33 Members in attendance

**Proof of Notice:** Resource Property Manager LeChelle Sarton confirmed that a meeting notice had been posted in accordance with the Association By-Laws

**Roll Call:** The following directors were present: Tom King, President; Kent Ward, Vice President; Bonnie Boak, Treasurer; Directors Kevin Duross, Bob Shafer, Debbie Tiptonr, RPM property manager, LeChelle Sarton. Absent Tamara Smigels

**Reading and Approval of Minutes of Prior Meetings**

The Board of Directors Membership Meeting minutes of December 13, 2021 were presented. Mr. Ward made a motion to accept the minutes as presented. Ms. Boak seconded the motion. The motion passed unanimously.

**Treasurer's Report-**Ms. Boak provided a summary of finances as of October 31<sup>st</sup>. Regarding a question that arose regarding more frequent audits, Ms. Boak reminded the organization that she is a Certified CPA and reviews and analyzes the financials, line-by-line, monthly. Ms. Boak provided insight into the status of insurance in Florida. With the whole industry in flux across the State of Florida; the result is a major impact on our budget for insurance.

**Committee Report:**

*Villas Events Committee (VEC):* Ms. Korosa provided an update on the upcoming Christmas Day dinner at the clubhouse.

New Year's Eve – an informal get-together is planned for mid-day; watch for notice.

*Buildings and Grounds* Mr. Duross reported that multiple projects had been completed over the summer; more recently new railings installed at the Clubhouse ramp.

Anticipated projects: Clubhouse interior projects, freshen parking lines, washer/dryer maintenance. Mr. Duross cautioned owners to be careful of items (i.e. rubber backed mats) put in machines and clean-up after usage, clean-up of some planting beds.

**Officer's Reports**

*President:* Mr. King assured the membership that the Board is closely watching the finances and making adjustment whenever possible. Most recently maturing CDs were transferred to higher return CDs..

Flat roofs were completed June 2022.

Mansards-Entering into a maintenance program of the mansards through 2025

Insurance – Difficult situation obtaining insurance, with new roofs we were able to insure with Citizens. Premium increase 40% in actual costs

Special Assessment – anticipate in Jan in order to shore up reserves; will be collected in two payments.

Based on the square footage of the units, the assessment in 2023 is anticipated to be

(1) Bedroom \$598 (2) Bedrooms \$869 (3) Bedrooms \$1,196

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*Vice-President* Mr Ward reported that due to higher costs, VDG will be obtaining competitive quotes, initially for landscaping, for contracted services

### *Financials*

- a) Mr. Ward made a motion to transfer all interest money, as of December 2022, from operating into the Reserves. Ms. Boak seconded the motion. The motion passed unanimously.
- b) Following a brief discussion, Mr. King made a motion to accept the 2023 Budget as proposed. The motion was seconded by Mr. Ward. There being no further discussion, the motion passed unanimously.

### **Unit Owners**

Question arose as to whether the Board was obtaining quotes for management companies. Mr. King responded with multiple positive aspects of retaining Resource as our management company.

End of 2023-State of FL is requiring structural assessment; therefore, a structural reserve fund will be established

Elevators-Signs posted for modernization. Volunteers needed, should some 3<sup>rd</sup> floor residents need assistance

Contractor Work on Units – Contractors must remove all disposable materials from the properties. Trash dumpsters for owner usage. Contractors responsible for leaving their work areas as they found them

Air Conditioners – Installation of new Air Conditioners will be required to use a crane. Owners are requested to notify A/C companies that they need to be careful on the roofs to avoid damage to the top layer on the roofs. Concerns regarding new installations or repairs, contact Kent Ward.

Roof leaking- Maintenance program on mansards anticipated to remedy leaking

Roof Project: Flat roofs 2022, Mansards 2025' plus new gutters. Searching gutter companies

There being no further business, Ms. Boak made a motion to adjourn the meeting. Mr. Ward seconded the motion. Meeting adjourned at 7:40 pm.

Respectfully submitted  
Bernadette Moriarty, Recorder