

Tower Pointe Condominium Inc.
Board of Directors Meeting
May 27, 2021
10:00 am

Minutes of a Meeting held on April 29, 2021 of the Board of Directors of Tower Pointe Condominium Association, Inc., Naples, Florida, held in Gathering Place.

I. Call to order

Board President J. Stone called the meeting to order at 10:00 am

II. Establish Quorum

Director Attendees: Jerry Stone, President
Beverly Davisson, Vice President
Don Scott, Secretary
Andy McWethy, Director

Director absent: Marcy Skees, Treasurer

Also, Present: Nick Hoops, Condominium Manager
Debra Simpson, Assistant Secretary
Jennifer Whitten, Videographer

III. Approval of minutes

A motion to approve the minutes of the Board of Directors meeting held on April 29, 2021 was made, seconded, motion carried unanimously.

IV. Design Team Committee report

M. Fischer introduced Kelly Scott, Senior Project Manager with Wegman Design Team. K. Scott introduced her team and presented their design via PowerPoint and sample boards. Kelly stated the design is based on the resident survey. The design boards with the design and materials will be left here for a week for everyone to review. Also, this presentation will be shown on the community channel for the duration of one week for those who were not able to attend. At this time the Wegman Design Team was thanked for their presentation and left the meeting.

J. Stone reported that the Board is very much in favor of this design project. A motion was made that the Board approve and accept the Wegman Design Groups proposal for the renovation design of the Tower lobby and hallways at an estimated cost of \$201,000 and to include unforeseen circumstances not to exceed to 5%, the motion was seconded and approved unanimously. The Registered Owners will be mailed out a ballot indicating yes or no for the project, which takes a simple majority to approve.

V. Treasurers report

B. Davisson reported on the April 2021 financials:

Note: Rounded to the nearest 1,000

Operating cash	\$356,000
Reserve cash	\$721,000
Year to date revenue	\$538,000
Year to date expenses	\$357,000
Year to date net income negative	\$181,000
Favorable to budget	\$35,000

VI. Finance Committee report

B. Davisson reported the guest suite rentals through the end of April is still under budget by about \$2,506, the guest suite bookings for May is \$1,523. The June bookings total \$1,792, which is \$566 over what we budgeted.

B. Davisson reported that we are under budget through April on expenses. Although, we expect most if not all areas currently under budget will catch up by the end of the year. The painting project held some projects up from being completed and paid for.

A motion was made to approve a resolution for allowing P. Behrens to have internet access to the First Horizon account (previously Iberia Bank), the motion was seconded and approved unanimously.

VII. Building and Grounds report

K. Sexton reported Bonness Company has begun the miscellaneous concrete repairs within the community, starting at the Clubhouse. Curbing is being removed from the north side of the building which is purely a safety issue.

K. Sexton reported the annual air conditioning preventative maintenance contract has been signed with Crowther. Although we did seek additional bids, none were received. We will be using Crowther again for 2021, which is only \$135 more than what Crowther charged in 2020.

K. Sexton reported the new butterfly garden will be planted June 8th. The front flower bed will be treated for snails and weeds two weeks before planting of new flowers.

K. Sexton reported the Building Committee is working with the Finance Committee regarding the upcoming Engineering study, this involves reviewing the building/grounds and making estimates on costs for our reserve budget, we will go line by line, adding and deleting different components. W.J. Johnson Engineering will be conducting the study and will be accompanied by J. Skees (Building and Grounds Committee Representative) and B. Kennelly (Finance Committee Representative). This study will be started by mid-July. This report will be necessary to be received by September to assist in the 2022 budget planning process.

VIII. Activity Committee

J. Grunewald reported that the second cocktail party was held this month, it was very well attended. Our next cocktail party will be on June 3rd. We will be meeting the first week in June to plan the all community ice cream social to be held in July.

IX. Tower Trace report

Tower Trace Realty – D. Dick reported that Tower Trace Realty has had 11 listings so far this year, five more are scheduled to close. Tower Trace Realty currently has 7 listings: 4 in AT and 3 in TP. There are 3 listings with outside realtors. Please consider using Tower Trace Realty when it comes time to sell your unit because any profit goes back into our community.

Tower Trace – D. Dick reported TT purchased 10 air conditioning wall sleeves, front grills, and 2 a/c's for the Arbor Glen room air conditioners which face the front entrance. Also purchased were new clubhouse interior door handles/locks and new beds for Arbor Glen.

D. Dick reported TT approved a contract with Crawford Landscape Designs for a full landscape design for the clubhouse.

X. Managers' Report

N. Hoops reported the paint project is going well. As soon as the paint project is done, the windows will be washed. The dryer vent cleaning schedule has also been delayed due to the painting project. Trash chutes will also be cleaned, and the trash room doors are being replaced. Insurance appraisal is scheduled for June 7th, followed by the reserve update in July.

XI. Old business

None

XII. New business

None

A motion was made for the Board to adjourn the meeting for a townhall discussion, the motion was seconded and approved unanimously, the meeting adjourned at 10:35 am.

D. Simpson, Assistant Secretary