

**FLORENCIA AT THE COLONY CONDOMINIUM ASSOCIATION**  
**BOARD MEETING MINUTES**  
**December 12, 2018**  
**Revised-Approved**

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**BOARD MEMBERS IN ATTENDANCE**

Harry Short                      President  
George Bauernfeind      Treasurer  
Tahira Hira                      Vice President  
Bill Prakap                      Vice President

**BOARD MEMBERS NOT IN ATTENDANCE**

Darrell Cates                      Secretary

**ASSOCIATION MEMBER ATTENDING VIA TELEPHONE**

Dave Marinaro

**OTHERS PRESENT IN PERSON**

Lyn Haars, Community Association Manager  
Jamie Kennedy, Administrative Assistant  
Association Members

**I.        CALL TO ORDER**

Mr. Short called the meeting to order at 9:00 a.m. in the Florencia at the Colony Social Room at 23850 Via Italia Circle, Bonita Springs, Florida on the above date.

**II.        PROOF OF NOTICE OF MEETING**

Ms. Haars announced that the notice for this meeting was posted in accordance with bylaws and statutory requirements.

**III.        VERIFICATION OF A QUORUM**

Ms. Haars confirmed that a quorum was present.

**IV.        APPROVAL OF MINUTES**

*A motion was made by Mr. Bauernfeind to approve the revised November 14, 2018 Board Meeting Minutes. The motion was seconded by Mrs. Hira and passed unanimously.*

**V.        TREASURER'S REPORT**

- A. **2018 FINANCIAL STATEMENT PROJECTION** – Mr. Bauernfeind reported the financials look excellent for the year and no unusual items to report. We have projected a 2018 net income of approximately \$10,000.

Our current CPA Firm, Capital Care Group, will continue through the end of 2018 and close out the books. Davis and Company is the new accounting firm hired to take over the month-end bookkeeping effective January 2019.

*A motion was made by Mr. Bauernfeind to approve the November 2018 financial reports. The motion was seconded by Mrs. Hira and passed unanimously.*

## **B. 2019 PROPOSED OPERATING BUDGET, RESERVE ASSESSMENT, AND QUARTERLY ASSESSMENTS.**

Mr. Bauernfeind reported on the proposed 2019 Budget and Assessments:

- All unit owners received the 2019 Proposed Budget and related Documents via mail on December 3<sup>rd</sup>, 2018.
- Similar guidelines as in prior years in budget preparation were used with emphasis this year to challenge budgeting assumptions.
- Expense based Budget. Revenues are solely positioned to operate building and fund Replacement Reserves.
- Net income is budgeted zero (0) in 2019 Operating Fund Budget.
- 2019 Proposed Assessment – the calculations represent the annual cost to run the building as well as funds needed to replace certain assets.
- Bottoms up approach- line by line.
- Mr. Bauernfeind indicated that the 2019 Budget was well prepared, the numbers are fully supported, and the results are attainable.
- Forge Engineering was selected to prepare the Reserve Study.

*A motion was made by Mr. Bauernfeind to approve the proposed Operating and Reserve Budgets for the year 2019 as presented. Mr. Prakap seconded the motion and it passed unanimously.*

*A motion was made by Mr. Bauernfeind to approve the proposed Quarterly Assessment Schedule for the year 2019 as presented. Mrs. Hira seconded the motion and it passed unanimously.*

- VI. CRC-** Mrs. Hira gave a CRC update. Mrs. Hira's report focused on the refurbishment of the Bay Club as well as the financials and management of The Bay Club. For additional information and a copy of the CRC minutes, please visit [www.thecolonyatplfoundation.com](http://www.thecolonyatplfoundation.com).

## **VII. MANAGER'S REPORT**

- The balance remaining in the IRMA account is \$8,954. Refund checks from the IRMA fund have been distributed between 116-unit current owners. The IRMA account will be closed following final landscape invoices to be paid in December.
- In order to use the TV for video conferencing, we are awaiting an essential part which is being delivered. Once the device arrives, we can proceed with the usage of the Polycom system for video broadcasting during Board meetings.
- The light on the "Florenca" monument has been replaced.
- Lyn presented the proposed 2019 Board of Director's Meeting schedule for the Board to review and approve.

*A motion was made by Mrs. Hira to approve the proposal 2019 Board of Director's Meeting schedule. The motion was seconded by Mr. Bauernfeind and passed unanimously.*

- VIII. SCREENS, RAILINGS, PAINTING GROUP UPDATE** – Mr. Marinaro gave a timeline presentation recapping the events which have transpired, and recommended project plans moving forward. The group established to oversee this project include: Mr. Marinaro, Mr. Prakap, Mr. Cates, and Ms. Haars. Consulting services with LW Construction and Pat McCoy have been hired. A contract has been established and a tentative workplan has been defined.

The next step is to hire professional paint and construction overseers to assist in the project. Gathering bids and defining the project specifications from the selected contractors will then take place. A detailed plan will be presented to the Board of Directors in March or April 2019 for funding approval. An all-owner briefing will be held prior to approval. If approved, the projected timing is targeted for work to take place from October 2019 through April 2020.

**IX. PRESIDENTS COMMENTS**

- The screens and railings project as well as the exterior building painting is the biggest Florencia Project to date. The Board of Directs has full support and confidence moving forward in the abilities of the engineers and consultants involved in the project.
- As 2018-year ends, the management office is focusing on wrapping up end of year projects.
- We continue to receive excellent feedback on the building and landscaping.

**X. UNIT OWNERS QUESTIONS/COMMENTS**

Mr. Short, Ms. Haars, and the Board of Directors responded to questions from Association Members.

**XI. NEXT BOARD MEETING DATE – Wednesday, January 16, 2019 at 9:00AM**

**XIV. ADJOURNMENT**

*Mr. Short made a motion to adjourn at 9:57 a.m. The motion was seconded by Mrs. Hira and passed unanimously.*

Respectfully submitted,

Darrell Cates, Secretary