

**VINEYARDS COUMMUNITY ASSOCIATION, INC.**  
**BOARD MEETING**  
*January 11<sup>th</sup>, 2017*

**Call to Order:** Tom Ruane called the meeting to order at 10:30 AM, January 11th, 2017, at the Vineyards Country Club (VCC), 400 Vineyards Blvd. Naples, FL 34119.

**Quorum:** A quorum was met. Present were Board of Directors (BOD): Tom Ruane (TR), John Bauman (JB), Tom Sackett (TS), Alan Norris (AN) and Stephen Sorett (SS). Also present was Stephen Cusson (SC) of PMP Management.

**Approval of Minutes:** TS, moved to waive the reading of the minutes from the October 19<sup>th</sup>, 2016 Board meeting Minutes and approve the minutes as written, JB, seconded the motion; the motion was unanimously approved.

**Old Business:**

- A. **Status of restating VCA documents:** TR informed the Board he would like the association to use the law firm of Becker & Poliakoff to complete the Associations document review and re-write. After meeting with the attorney's and seeing the first draft of changes we believe they are much better equipment to get this job completed for the VCA. TR made a motion to approve using Becker & Poliakoff for the document work with a retainer fee of \$ 200.00, with the overall cost estimated at \$ 13,000; JB seconded the motion, the motion carried unanimously.
- B. **Summit Broadband:** Sam Holbrook, the VCA Bulk Communication Committee Chairperson gave the Board an update of ongoing work by Summit Broadband. The third phase of the noise reduction program began last spring has been completed switching out the OMB's on all multi unit buildings to help eliminate dropped calls. It has appeared to have worked as almost no one is telling us they continue to receive many dropped calls. The few that are still seeing problems are working with Summit Broadband to fix the issue. We currently have no know system wide problems. The call center is monitored for incoming calls as is tech support, the number of calls are very low overall indicating the service is working as it should. Most calls for service that are received are for Wi-Fi related issues and are normally caused by the router or owners equipment. Summit is announced a new liaison for the Vineyards Association, beginning January 16<sup>th</sup>, Bridget Fown will replace Janet Greenleaf.
- C. **Access Control Visitor Management System:** The letter to the owner's concerning the portal available for their Visitor Management system is ready for distribution. The letter will be sent by email to the NR's of the sub-associations located behind the gates for distribution to their members. We strongly believe the owners will like having the control to update the system by their own computer to add or remove guest.
- D. **Request to install a sidewalk along Vintage Colony Blvd:** SS asked the Board to consider installing a sidewalk along Vintage Colony blvd between Avellino Isles and Regency Reserve using pavers. SS proposed the board begin the process of designing a sidewalk for this area. A brief discussion cornering if the other associations located off of vintage Colony Blvd would be in favor of such a sidewalk and how it would be funded took place. The board suggested SS obtain a preliminary cost and find out which side of the roadway would best accommodate such a sidewalk. TR also reminded the Board they would obtain a vote of the communities along Vintage Colony Blvd asking for approval first from them before considering installing a paver sidewalk. PMP was asked to obtain a sq ft foot price to use for reference and find out the required width and if a suitable location is available. SS and SC will report back to the Board in February.

**New Business:**

- A. **Managers Report:** SC, we are working on planting a hedge material only the back side of the lake near the hospital to help block off the view of the highway. Work is finishing up along Arbor Blvd planting under the hedge on the east side of the roadway. Completing the trimming of trees and gearing up for mulch to be applied along with the winter flowers. The first section of repair to lake 28 has been completed with pant installation ongoing in front of the shore sox material. We will install more plants closer to June as the lake

levels rise. The financial reports for yearend are being worked on now with a preliminary report due out by 1/31/2017. The CPA firm hired to conduct the audit for the VCA has confirmed they will conduct the audit for 2016.

- B. **Access Control Camera System:** SC briefly reviewed three bids for installing a new camera system at the access control gates. The new cameras are needed to enhance the picture of vehicles license plats as well as to replace out current system which is no longer reliable. TR made a motion to approve the bid from Gamma Tech for \$ 15,772.61 using reserve funds; AN seconded the motion, the motion was unanimously approved.
- C. **Annual Meeting Date:** The Annual meeting for the VCA will be held on Wednesday March 8<sup>th</sup>, 2017 at 10:30 AM. The Next Board meeting is scheduled for Wednesday February 8<sup>th</sup>, 2017 at 10:30 AM. Both meetings will be held at the Vineyards Country Club 400 Vineyards BLVD, Naples, FL 34119.
- D. **Adjournment:** (JB) moved to adjourn the meeting at 11:30 AM. (TS) seconded the motion, the motion passed unanimously

Respectfully,

Stephen Cusson, CAM, CMAC, AMS  
Association Manager