

VINEYARDS COUMMUNITY ASSOCIATION, INC.

Board Meeting

February 19, 2020

Call to Order: Tom Ruane called the meeting to order at 10:30 AM, February 19, 2020, at the Vineyards Country Club 400 Vineyards Blvd. Naples, FL 34119.

Quorum: A quorum was met. Present were Board of Directors (BOD): Tom Ruane (TR), John Bauman (JB), Alan Norris (AN) and Stephen Sorett (SS). Tom Sackett (TS), was absent. Also, present were Sam Holbrook (SH), Cable Committee Chairman, Stephen Cusson (SC) and David Thompson of PMP Management.

Approval of Minutes: SS made a motion to approve the Board meeting minutes from 11/13/2019 as written, JB seconded the motion; the motion was unanimously approved.

Old Business:

- A. **Status of Document changes:** TR reported that the document review committee finished the third draft review of the declaration and has provided additional comments/suggestions to counsel. The committee expects the final draft back in a few weeks. The committee expects the by-laws and articles of corporation to go much faster. The plan is to have a copy of the drafts to the NR's for review over the summer months and to take a vote on the changes later this year. TR expects the process to be concluded some time in 2020.
- B. **New IQ/Front Steps Proposal for Gate Access Control Software/hardware.** SC informed the Board that all upgrades to the equipment and software have been completed, the interior work to the gatehouse buildings is also close to being completed with an epoxy floor covering being applied and then repairs to drywall and painting the interior walls and ceiling. We have approximately five hundred (500) owners using the online system to update visitor information and appreciate them taking charge of this for themselves. We ask the other 1200 owners to please review their account online and update their guest list from time to time. Information is available online at the WWW.VCAMasters.com website for the access control. PMP will have a vendor bar code policy for the Board to consider by the next Board meeting.

New Business:

- A. **Treasurers Report:** AN informed the Board the financials are in good shape, 2019 was a good year overall with no major unexpected expenses. The hurricane emergency funds were replenished as planned for 2019 and barring any unforeseen storms/emergencies in 2020 our emergency funds will be close to or at the planned amount.
- B. **Managers' Report:** SC informed the Board the annual lake pipe inspection will begin in March using Scotts Commercial Divers concentrating in the south basin and inspecting the connections of pipes that had needed work or cleaning the last go around before we then follow a sequential order. The VCA is also adding lake height measuring poles using a professional survey company to install the poles at a designated height. PMP is asking all association's with changes to their sales packages such as budget for 2020, Q & A or other information to please send this information to me at Steve@pmpofswfl.com so I can update the web-site for 2020. In late March work will begin along the median of Vineyards Blvd. to add foxtail palms filling in gaps along the roadway and then the focus on work at the Vanderbilt Beach Entrance, Pine Ridge Entrance and Napa Blvd.

C. **Communication Committee:** Sam Holbrooks addressed the NR's present and gave a status update of the Summit Broadband fiber installation work. Sam noted that to date 94-98 % of the appointments made have been completed. The work of the Media Captains has been a major improvement in assisting Summit and the owners in getting the work completed and communication with the owners. Overall, we have some isolated issues. More information will be available on the www.vcamasters.com website tomorrow. A brief Q & A took place between the members and Sam. Sam Holbrooks announced he is retiring after 9 years or more on the committee and thanked Frank Mambuca, Alan Norris and Brian McKeown for their help in running the VCA Cable Committee.

D. **Park Benches:** The Board reviewed a request to have several park benches installed along Arbor Blvd. and Vineyards Blvd. Along Arbor Blvd. the locations to have such a bench is difficult as the land it would be placed on is sub-association property. Vineyards Blvd. has room on VCA property but on Arbor Blvd, the benches must be on sub association property because the VCA property bordering the street is not appropriate. Once the Board has suggested locations, it will ask permission of the sub associations PMP will get prices on the benches and the available materials for them.

Open item: Concerns about the maintenance, parking issues and the appearance of some of the commercial property at Pine Ridge Road was discussed. SS and Fountain Lakes NR William DiMento will be putting a draft letter together for the board to consider sending to the management service of the commercial space. Other concerns about lake planting behind the office building, lake bank remediation, TiVo equipment manuals, storm drain locations & cleaning were discussed.

A. **Adjournment:** JB moved to adjourn the meeting at 11:40 AM. TS seconded the motion, the motion passed unanimously.

The Annual meeting is scheduled for April 22nd. Since no elections are needed this year the notice does not require it to be mailed 60 days in advance nor does it require a second notice. The notice will be mailed with an agenda to all owners of the Vineyards and will also be emailed to the NR's well ahead of the meeting date.

Respectfully submitted,

Stephen Cusson, CAM
Association Manager