



Wiggins Bay Foundation, Inc.

c/o Towne Properties AMC, Ltd.

1016 Collier Center Way, Suite 102, Naples, FL 34110

MINUTES OF BOARD OF DIRECTORS MEETING

Call to Order:

A meeting of the Board of Directors of Wiggins Bay Foundation, Inc. was held on Wednesday August 29, 2018 at the Club at **Tarpon Cove Yacht & Racquet Club, 471 Bay Club Drive, Naples, FL 34110.**

President Magnani called the meeting to order at 9 am **Roll Call - Quorum:**

The President called the Roll. Directors Present: Present in person or by teleconference were:

Ed Magnani	President
Herb Bias	Vice President
Debbie Russo	Treasurer
Sue McGill	Director
JoAnn Babiarz	Secretary

Proof of Notice:

President Magnani verified that a quorum was present. Michael Towns (Towne Properties AMC) verified that the Meeting Notice and Agenda was properly posted, emailed as required by statute and posted on the Foundation's Bulletin/Notice Boards and website.

Approval of Minutes: On a motion by President Magnani and seconded by Secretary Babiarz, the Board approved the minutes from the 7/17/2018 meeting as presented.

TREASURER REPORT:

Treasurer Russo reported that the operating account has a balance of \$417,554.00 and Reserves of \$318,297.00. Total Assets are \$728,088.44. Delinquent owners were discussed and currently in legal, the Board has requested the attorney provide more information on foreclosure plans. Michael Towns reported that Towne Properties called and emailed owners and those that would pay have paid. The community is "on target" YTD and the budget process for 2019 has begun.

Old Business:

Perimeter Wall Painting:

Susan McGill discussed the painting of the perimeter wall. Elias Bothers has provided a proposal to paint the roof tile and the Board approved the expenditure for \$3,650.00 to paint the roof of the guard house.

The wall colors have been selected and a vendor to paint lettering on the big sign at the main entrance is needed. The repairs to the guard house were discussed and there is nothing major and Elias Brother will be contracted to make those repairs as part of this project. As part of this project, landscape changes are planned and Directors Babiarz and McGill reviewed new proposals for the front entry area and other enhancements. Those plans are not complete yet and will be sent to the Board for approval once received and then ratified at the next Board Meeting.

Perimeter Sign Installation:

The new sign for the East Wall of the community will be installed in the next 10 days and the need for proper lighting was discussed and on a motion by Director Magnani and seconded by

Director Babiarz the Board unanimously approved lighting for the new sign to be done by Leo Jr. for \$1080.00.

On a motion by Director Magnani and seconded by Director Babiarz the Board unanimously approved new lighting for the large Ficus Tree and Marquee for new sign to be done by Leo Jr. for \$1710.00.

Asphalt Contractor:

The asphalt seal coating project is planned for November 5th and the Board discussed the possibility to move it up a couple of weeks to avoid the arrival of seasonal members. Some curb repairs are planned and that will be added to the project for Bain Seal Coating.

Walkway update:

Director McGill reported that the engineering work for the easement has not been completed to be submitted to the attorney and she is following up. Director McGill discussed the route and options for narrowing the sidewalk around palms or relocating the palms. The plan is not to encroach on the neighborhood property and finalize a plan that will work within the right of way area. The engineer is working with the County on plans or changes to accomplish the project as this is a safety issue for the community.

Additional funding for the permitting and final site planning and easement, are estimated at around \$7,200.00 and on a motion by Director McGill and seconded by Director Magnani the Board approved the expenditures not to exceed \$7,500.00.

Securitas Update:

President Magnani spoke about the new contract and technology upgrades that will allow the elimination of the midnight shift and save the community money and provide state of the art processing systems for the community. The Board took questions from owners present and discussed the planned contract and technology and it was agreed to move forward with the new contract and a meeting is planned with Securitas at 1pm today to review the plan and prepare the final paperwork.

Electronic Voting:

Director Babiarz discussed the recent test of the process for registration for online voting provided by Mike Shields, and it was simple and quick and the next step is to roll out the program to owners by email blast. This is in preparation for the planned document change vote and the Board agreed to move the process forward and communicate with owners.

Street Lighting:

President Magnani reported that the street lights are back on and the lighting company replaced the defective parts at no cost to the community.

New Business:

Christmas Lighting:

Treasurer Russo and Secretary Babiarz discussed changes to the lighting. The changes to the lighting plan will provide enhanced presentation and cover some new areas as well. After brief discussion of the new costs, the Board approved the new total project cost to be at an estimated \$4,800.00.

Budget Responsibilities:

President Magnani want to remind committee chairpersons to make sure they provide and project plan costs to Treasurer Russo very soon as the 2019 preliminary budget is being assembled.

Date of Next Meeting: To be determined

Adjournment:

With no further discussion by the Board, on a motion by Director Babiarz and seconded by Director Bias and unanimous approval of the Board, the meeting was adjourned at 10:16 am.

Respectfully Submitted By,
Michael J. Towns, LCAM
Towne Properties AMC
Property Manager for the Wiggins Bay Foundation, Inc.