



**WigginsBay Foundation, Inc.**

c/o Platinum Property Management  
1016 Collier Center Way, Suite 102

Naples, Fl 34110

## **BOARD OF DIRECTORS ORGANIZATIONAL MEETING MINUTES**

The Wiggins Bay Foundation Board of Directors Organizational Meeting was held on March 28, 2018 at the offices of Towne Properties, 1016 Collier Center Way, Suite 102, Naples, Florida.

### **Call to Order and Determination of Quorum:**

Director Herb Bias called the meeting to order at 11:00 am. All Directors were present, Herb Bias, Ed Magnani, Debbie Russo, and JoAnn Babiarz. Also present was Mike Towns representing Towne Properties AMC, Property Manager and a few members of the Foundation.

### **Election of Officers:**

In accordance with Florida Statutes and the Foundation documents, a motion was made by Director Bias, seconded by Director Babiarz to elect Ed Magnani as President, Herb Bias as Vice President, JoAnn Babiarz as Secretary and Debbie Russo as Treasurer. Vote on the motion carried unanimously.

There is a need to fill the open seat and a letter will be sent to members to ask for candidates to fill the seat and then reviewed for selection.

### **Gate House Procedures:**

The Board discussed the list of duties procedures that the Guards should adhere to for the best interest of the community and to ensure proper clearance of guest and vendors. There is a meeting planned with Securitas leadership later this afternoon and these concerns will be addressed.

The Board agreed that delinquencies will be handled according to the designed plan and covenants and owners with balances due will be sent final email communication, before moving them to the attorney.

### **Adjournment:**

With no other business to be discussed a motion was made by Director Bias, seconded by Director Magnani, to adjourn the meeting at 11:58 am. Vote on the motion carried unanimously.

Submitted by,  
Michael J. Towns  
Towne Properties AMC, LLC  
Property Manager for Wiggins Bay Foundation