

# **Wiggins Bay Foundation, Inc.**

Meeting Minutes  
February 15, 2024

## **Call to Order**

The Board meeting of the Wiggins Bay Foundation, Inc. was called to order at 9:00 am on February 15, 2024 via Zoom Meeting and teleconference by Sue McGill.

## **Proof of Notice**

The meeting notice was mailed to all owners as well as posted in a conspicuous location on the property 14 days in advance of the meeting date in accordance with Section 720 of the Florida Statutes.

## **Establish a Quorum**

### **Present:**

Sue McGill, President

Chip Kaczynski, Secretary

Regina Chilcoat, Treasurer

Bill Knab, Director

Maureen Shallcross, Director

Mike Dean, Manager

## **Approval of Minutes**

Chip Kaczynski to approve the minutes of the January 18, 2024 meeting as presented. Sue McGill seconded the motion, and it was carried unanimously.

## **Treasurer's Report**

Regina Chilcoat gave a report on the current finances. Vendors are all paid up to date and the Association is in good financial standing. Payments have come in but there are still some outstanding. A motion was made by Maureen Shallcross to accept the treasurers report, second by Chip Kaczynski, and passed unanimously.

## **Manager's Report – Mike Dean**

- a. Ideas were discussed about how to keep cars off of the decorative columns. The possibility of installing a bollard or two that would create a more solid barrier to help protect the gate arm and column.
- b. Management was asked why they didn't call Solitude first about the repair of the fountain. Mike said that he didn't know that Solitude serviced fountains but would call them for a quote. The history of the fountain and the repairs and updates was given. A question was asked about the Club having to pay for part of

- the fountain. At some point in the past there was an agreement that WBF would be responsible for the fountain.
- c. A motion was made by Chip to approve an amount not to exceed \$1,585 to repair the fountain. Maureen Shallcross seconded the motion and it passed unanimously.
  - d. The Annual meeting was discussed. The 2<sup>nd</sup> notice and agenda will include a vote for on the rollover of surplus funds and to not audit the 2024 financials. The meeting will be in person and via zoom. The Guest Speaker will be Chris Hall Collier County Commissioner.
  - e. The drain with the root in it was also discussed and Management will be getting quotes for repair.
  - f. The Association has a storage unit. Mike will be visiting and checking it in the next few weeks to be sure the keys work.

### **Committee Update**

- a. Landscaping: Maureen Shallcross gave the report on the landscape project status. The entrance project is complete. Work will be continuing in the areas left to complete. The project is coming in on budget. Still have more to accomplish on the west side of the property. The issue of white fly treatment was discussed. The cooperative extension was contacted and they said not to treat with chemicals. The condition of the deciduous trees was brought up. The recommendation of the Cooperative extension was to wait until April to see if they start to improve. The lights will also be installed soon. A motion was made by Maureen Shallcross to spend \$230,000 on the ongoing landscape project. Chip Kaczynski seconded the motion and it passed unanimously. Maureen Shallcross went into more detail stating that the overall landscape project was underbudget and going very well.
- b. Track 10 – Track ten had been on the County commissions Agenda for their meeting. One reason was the fact that Track 10 falls under the WBF and is subject to its rules. The Board will be meeting with the Associations Attorney to discuss how to be sure they can protect the interests of the Foundation. A community member asked the status of sealcoating. It was explained that once the majority of the construction is complete, the Board will be set that project up.
- c. Preserve Committee – Gina Chilcoat reported about the reserve areas. General discussion had about the need to have an Environmental Engineering firm develop a management plan for those areas. The budget would be in the neighborhood of \$13,000. Once the plan is created and approved the association will be able to do fuel reduction and can actively manage without going back to the county for permission each time. Removing exotics is all that's allowed now. They will be working to create a coalition of the association to work together to address the shared preserve areas.

### **Old Business**

- a. Front Gate Status: Maureen Shallcross reported about the implementation of the DwellingLIVE software and systems. She thanked everyone who has participated. When the was purchased it had all the bells and whistles. She has been up at the club available to meet with residents to get their information in the system. One of the big challenges is keeping good records of residents. In some cases when sons or daughters start to take care of bills etc the database isn't updated with email addresses or phone numbers. Because of this it's had to know who is who and who we need to contact. Also, as the QR code system is implemented the barcode system will ultimately be replaced. The Gate staff will also no longer wave in people to the Club. They will also be required to use the QR system. We will be getting copies of procedures from other communities to help us come up with procedures to deal with Vendors. When the system is fully up and running the 3<sup>rd</sup> shift onsite guard will be replaced by a remote guard to control visitor access. Until then for the next month or so the in person guard will be there to be sure there is a smooth transition.

### **New Business**

- a. We will be revisiting Road Sealing this year. We will get updated proposal from Bain. Once the contract is in place we will work on a date after the season is over that doesn't interfere with anything else going on at any of the other associations.
- b. Regina Chilcoate made a motion to put \$250,000 into a CD. The Bank is paying @ 5% for 6 month CD. Chip Kaczynski seconded and the motion passed unanimously.
- c. David Cort thanked Maureen Shallcross for getting a lock to secure the gate.

### **Adjournment**

Sue McGill moved to adjourn the meeting at 9:45 AM. Bill Knab seconded the motion and it carried unanimously.

Minutes submitted by: Mike Dean, Community Association Manager