



# Wiggins Bay

## Board of Directors Meeting Minutes, 3/3/2020 - Unapproved Minutes -

### **Board Members Present:**

- President – Ed Magnani
- Vice President – Herbert Bias
- Treasurer – Debra Russo
- Secretary – Joann Bibiarz
- Director – Susan McGill

### **Others in attendance:**

- Jorie Holtman – Wiggins Bay Foundation Property Manager

### **Call to Order:**

President Ed Magnani called the Board of Directors meeting to order at 9:00 am.

### **Certification of a Quorum:**

A quorum was established.

### **Proof of Meeting Notice:**

Proof of notice posted and emailed in accordance with notice requirements.

### **Approval of prior meeting minutes:**

*Herbert Bias made a motion to approve the 1/24/20 minutes, seconded by Debbie Russo. With all the directors in favor – Motion Passed.*

1. Treasurer Report
  - a. Delinquent Accounts – Intent to Lien
    - i. Working with Property Manager to finalize a list
  - b. FirstService Financial
  - c. Late Fees and Interest
    - i. Late fees and interest will not be waived unless owner can provide proof that Annual fees were paid on time.

### **Old Business:**

1. Walkway Update – Last Phase
  - a. Last phase of walkway to begin in July 2020
2. Light Post and New Signs
  - a. Poles have been painted (reserve item)
3. Summits HD Box Distribution
  - a. Boxes are still available to pick up at the store
4. Website Clean-Up
  - a. Pending

5. Paver Walkway Repair
  - a. There were 36 pavers repaired within WBF on February 22nd
  - b. A line item will need to be added for this
6. Electronic Consent Forms
  - a. In process

### **New Business**

1. Bay Electric Proposal – Power to Palms
  - a. \$350 each, Proposal \$5,600
2. Lake Maintenance Renewal Contract
  - a. \$4,800 budgeted – reserve item
3. Reserve Categories
  - a. Reserve categories to be redefined
4. Review of Special Projects 2021
5. Risk Assessment – Inspection of Trees
  - a. In conjunction with PPPOA Board Doug Caldwell, PhD, University of Florida will visit community to examine trees.
6. Pavement Issue on Wiggins Drive – Villas
  - a. Per Denise Boness Inc, will provide proposal to repair
7. Request to Increase Height of Hedge Line – Villas

*Ed Magnani made a motion to extend the Lake Maintenance contract at a cost of \$4716 annually, seconded by Joanne Babiarz. With all the Directors in favor – motion passed*

### **General Discussion of any matter**

- Debbie Russo discussed the proposal submitted by Brimmer's to do the Holiday lights this year. The proposal is for \$5,900.

*Debbie Russo made a motion to accept the proposal from Brimmer's for \$5,900, seconded by Joanne Babiarz. With all the Directors in favor – motion passed*

- Annual meeting date confirmed 9:00am, March 27th, 2020 at Tarpon Cove Club

### **Adjournment:**

*Ed Magnani made a motion to adjourn the Board of Directors meeting at 9:44 am, seconded by Debra Russo. With all the Directors in favor – motion passed.*

Respectfully submitted,  
***Jorie Holtman, LCAM***  
Wiggins Bay Foundation Property Manager