

MINUTES

THE PRESERVE AT INDIGO RUN, HPR

Meeting of the Board of Directors

Wednesday, July 20, 2022 | 5:30 pm | Preserve Clubhouse

- I. **Roll Call/Call to Order** – Kate Holland called the meeting to order at 5:32pm
 - A. **Board Members Present** – Kate Holland, President; Nancy Pavona, Vice President; Colleen Zaccardo, Secretary; Charles Bolyard, Member at Large
 - B. **Board Members Present via Zoom** – Stephen Phillips, Treasurer
 - C. **IMC Resort Services Representatives** – Deanna Anderson, Association Manager; Garrett Hamilton, VP of Accounting & CFO; Lyndsey Dorshimer, Minutes
 - D. **Guest Attendees** – Anita Nasca (unit #3322)
- II. **Approval of Minutes**
 - A. **Approval of the May 3, 2022 Board Meeting Minutes** – Nancy Pavona made a motion to approve the minutes from the May 3, 2022 Board meeting, as presented. Kate Holland seconded the motion. The motion passed with two abstentions, Charles Bolyard and Stephen Phillips as they were not members of the Board at the time of the meeting.
- III. **Ratifications**
 - A. **Approval of 3610 Column Repair to IMC Special Projects Division** – Kate Holland made a motion to ratify the email approval for the column repair needed to unit 3610 performed by IMC Special Projects Division. Nancy Pavona seconded the motion. The motion passed without opposition.
 - B. **Office Heating & Air Conditioning Replacement to Summit Heating & Air** – Anita Nasca made a motion to ratify the email approval vote for the replacement of the office heating and air conditioner performed by Summit Heating and Air. Nancy Pavona seconded the motion. The motion passed without opposition.
 - C. **Proposal Acceptance from Coastal Pipe & Fire Solutions for Backflow Preventers** – Kate Holland made a motion to ratify the email acceptance for the proposal submitted by Coastal Pipe and Fire Solutions for backflow preventers. Nancy Pavona seconded the motion. The motion passed without opposition.
 - D. **Approval for Outer Door Lock at Restroom & Fitness Center** – Colleen Zaccardo made a motion to ratify the email approval vote for the restroom and fitness center outer door lock. Kate Holland seconded the motion. The motion passed without opposition.
- IV. **Reports**
 - A. **Presidents Report** – Nothing to report at this time.

B. Buildings Report – Nothing to report at this time.

C. Landscaping Report – Charles Bolyard gave a brief report on the current landscaping issues throughout the community.

1. Tree Maintenance Proposals – Once the tree maintenance proposal is obtained, Charles Bolyard will share it with the Board for approval.

D. Maintenance Report – Nancy Pavona mentioned that the fitness center has been painted. The next estimate gathered will be for cleaning the carpet and tile in the bathrooms and hallways. The lounge chair straps have been repaired, along with the broken umbrella. Nancy Pavona will follow up with American Pride and Pro Disposal on the status of the credits to the account.

E. Safety and Security Report – Nothing to report at this time.

F. Communication – Anita Nasca has offered to take over communications for The Preserve. In addition, she supplied the Board with a draft write-up of helpful community information.

V. Financial Report – Garrett Hamilton reported on the cash position and the budget variance as of June 30, 2022.

Operating Cash

Operating – AAB	\$220,751.94
Office Account – SSB	\$2,098.99

Total Operating Cash	\$222,850.93
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Replacement Reserves

Replacement Reserve – AAB	\$1,287,593.50
Construction/Refurbishment Reserve – AAB	\$53,242.12
Construction/ Refurbishment ICS Reserve	\$427,323.86

Total Replacement Reserves	\$1,768,159.48
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Insurance Reserves

Insurance Reserve – AAB	\$2,078.90
Insurance Reserve – ICS	\$14,229.03

Total Insurance Reserves	\$16,307.93
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VI. Executive Session – The Board entered Executive Session at 6:07pm. During this time, outstanding owner accounts were discussed. The Board exited Executive Session at 6:08pm.

VII. Old Business – Nothing to discuss at this time.

VIII. New Business

- A. Preliminary Budget Discussion** – After the July financial report is produced, Deanna Anderson will contact each vendor to discuss any increases in order to come up with a preliminary budget. Once this has been formulated, a budget meeting will be scheduled in September for further discussion by the Board.
- B. Board Resignations** – Kate Holland and Don Cadman both submitted their resignations due to the sale of their villas. The Board appointed Anita Nasca and Charles Bolyard to fill those vacancies until the Annual meeting in December 2022. In addition, Stephen Phillips was appointed to fill a vacancy from the sale of Lee Norbeck’s unit also until the 2022 annual meeting, leaving four seats up for election at the 2022 Annual meeting.
- a. Board Reorganization** – Colleen Zaccardo will serve as acting President, Anita Nasca will fill the Secretary position, Steven Phillips will serve as Treasurer and Charles Bolyard will fill the Member at Large position. Nancy Pavona will continue to serve as Vice President.
- V. Next Meeting Date** – The next meeting will be the budget meeting, which will be held on Wednesday, September 7, 2022 at 1:00pm at the regime office.
- VI. Adjournment** – With no further business to discuss, **Nancy Pavona made a motion to adjourn the meeting at 6:42pm. Kate Holland seconded the motion. The motion passed without opposition.**

APPROVED