

Condominium Association
25901 Hickory Blvd. S.W.
Bonita Springs, Florida 34134

MINUTES OF 2025 ANNUAL MEETING

Date: January 13, 2025

Meeting Held in the CBR Community Room and via Zoom

Time: 4:00 pm

- **Call to Order:** The meeting was called to order by President John Brink at 4:00 pm. Board members Lee Christoferson, John Brink, Steve Matousek, Rick Lovett and Susie Williams were present. Frank Parrish of Frankly Coastal was also present via Zoom.
- **Calling of the Roll and Certification of Proxies:** Lee Christoferson called the roll and Frank Parrish, Frankly Coastal, certified the proxies. Eighteen owners were present in person, by proxy or via Zoom which constitutes a quorum to conduct business.
- **Proof of Notice of Meeting:** John Brink, President, reported first and second notices of the meeting had been mailed/emailed to all owners and notices were posted onsite at CBR for a two week period as required by Florida law.
- **Announcement of Directors:** John Brink, Lee Christoferson, Rick Lovett, Steve Matousek and Susie Williams were re-elected to the Board.
- **Reading and Approval of Minutes of last Annual Meeting:** Lee Christoferson noted that the 2024 annual meeting minutes indicated a decision was made to take photographs of all CBR building and grounds areas to keep on hand for future possible hurricane damages. This has not been done to date. Volunteers will be recruited and photos will be stored digitally. Lee will follow-up.

Reading of the minutes of the February 5, 2024 annual meeting was waived and approval of the minutes was moved and seconded. The minutes of the 2024 Annual Meeting were approved on a voice vote.
- **Committee Reports:**
 - a. **Building and Grounds:** Rick Lovett gave a summary of the repairs that have been made necessary by the three previous hurricanes. The parking lot has recently been resurfaced and repaired. The pool pumps have been repaired and prevention to future hurricane related damages has been instituted. Future issues to be addressed include the remodeling of both lobbies and the repair of the sundeck. Rick expressed gratitude to Maribeth VerHulst for the extraordinary work she has done on redecorating the community room after hurricane Ian.
 - b. **Housekeeping:** Scheduled housekeeping will take place on Tuesdays and Fridays.

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Jane Christoferson requested to be contacted if anyone notes something additional that needs to be done. Jane will contact Housekeeping to ensure the work is completed. John requested Jane contact Housekeeping to pay particular attention to the walkway under the sundeck and the elevator doors. Recent elevator repair work has caused much dirt/grease, etc., to accumulate.

- c. **Investment Committee:** John Brink reported monies available for investment were beginning to accumulate. He requested Joe DeFino and Boris Zavlin, investment committee volunteers, work with Frank Parish, Frankly Coastal, to determine best possible investment avenues. Joe researched state statutes and stated investment opportunities other than simply CDs are allowed with the stipulation they be federally insured.
- **Treasure's Report** – Steve Matousek reported finances are in good order at this point. The elevator repairs are covered and another capital call is not necessary. John Brink presented a motion to institute late charges on outstanding assessments.

A motion was made, seconded and approved to institute a late fee of 1.5% per month on assessments received past January 31, 2025.

- **Unfinished Business:**
 - a. **Elevators:** The Board is meeting with Thyssen Krump elevators in an effort to decide if CBR should revert back to using their company for future elevator maintenance. Service issues with the current vendor, Oracle, have been unacceptable. The south end elevator is not expected to be operational until approximately April. During the north elevator shaft repair, it was noted that there was a leak in the hydraulic line. The repair cost was approximately \$22,000. Repairs are completed and the north elevator is currently in working order. There is still some minor work to be done to make the elevator operate more smoothly. However, this will require the elevator to be shut down for a day. A discussion was held regarding cleaning up the elevator doors and interiors. John reminded all that the elevator doors should not be held open/blocked. After one and a half minutes of being blocked, the elevator shuts itself down and has to be reset by the elevator vendor. A key is available to keep the doors open during necessary times, such as furniture delivery, contractors, etc.
 - b. **Fire Security System:** Steve Matousek reported a new fire alarm vendor has been engaged. The system is in working order and the vendor is currently updating several sensors throughout the building. Owners are reminded that the systems within their units are alarms only. They do not detect smoke/fire. Owners are responsible for purchasing, installing and maintaining smoke alarms within their units.

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- c. **Landscaping:** A review of the grounds was completed with Vincent's Landscaping. Several areas requiring attention will be addressed, i.e., small bushes, planter boxes, etc. It is still hoped that the palm trees will see further growth.
 - d. **Painting and Deck Coverage:** Quotes are being sought for painting of the building as well as contacting contractors for options on the repair of the sundeck. During a recent rain, an expansion crack on the sundeck was found to be dripping down onto a car parked below. To decide the color of paint, a group will be formed and options will be presented to owners for their opinions.
 - e. **Stairway Railings:** John Brink noted that removal of one of the two hand rails in the stairwells would result in more room for users. However, some owners felt that the second railing helps those with mobility issues to navigate the stairs.
 - f. **Future Projects:** A dual kayak float has been offered to CBR at no cost. It will be placed where the current kayak launch is located. Steve has found a new kayak rack that can hold twice the number of kayaks. He will seek volunteers to help assemble it.
- **New Business:**
 - a. The members voted unanimously to roll over excess funds from 2024 to 2025
 - b. New Florida statutes state that the legal requirement to have an audit can only be waived every other year. Because CBR's budget is over \$500,000, it requires an audit rather than a compiled financial statement. If the audit is waived for this year, 2025, then it will be required in year 2026.

The members voted unanimously to waive the legal requirement to have an audit for fiscal year ended December 31, 2025.

- **Announcements/Miscellaneous**
 - a. Lee Christoferson questioned how long the chain must remain up on the north end of the parking lot. John stated they were there to discourage non-CBR owners/renters from using our parking lot. Once the county parking lot is re-opened, it may be possible to remove the chains or, possibly, just use them on the weekends.
 - b. John Brink reminded owners to submit leases for all renters. A new lease is required even for repeat tenants. There is now a late fee in effect for any lease not received within 15 days prior to occupancy by the tenant. A revised lease application form is available on the CBR website (casabonitaroyale.com).
- **Adjournment:**

The meeting was adjourned at 5:00 pm.