

# *Heron Coach House Condominium Association, Inc.*

**NOTICE IS HEREBY GIVEN** that the Board of Directors will be meeting on March 26, 2020 at 10:00 AM. The meeting will be held via conference phone.

**All owners are welcome and encouraged to attend**

I hereby certify that this notice has been posted on or before: March 24, 2020 in accordance with the Association's Documents and Florida State Statute.

*Dawn DeBonis*  
Dawn DeBonis, CAM

## **Meeting Agenda**

1. Call to Order.
2. Establish Quorum.
3. Proof of Notice
4. Disposal of minutes from the 11/18/19 & 3/11/20 Board Meetings.
5. President's Comments
6. Treasurer's Report
7. Committee Reports if any
8. Old Business:
9. New Business:
  - A. Landscape Vendor decision
  - B. Roof Cleaning
10. Owner Comments
11. Adjourn

**CONFERENCE CALL #866-848-2216 CONFERENCE CODE 7042864434**

*C/O D&D Association Services, LLC  
12553 New Brittany Blvd. #3204  
Ft. Myers, FL 33907*

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# *Heron Coach House Condominium Association, Inc.*

## **Organizational Meeting**

**March 11, 2020**

John Figueiredo called the meeting to order at 10:57 A.M. with a quorum present.

Board members present were John Figueiredo, Rose Mary Foreman, Cathy Horn, Jim Gordon Ken Zilka and Nydia Marquez. Dawn DeBonis, CAM represented Management.

New Business:

**Appoint a Board member:** Jim Gordon motioned to appoint Tommy Duncan to the Board, second by Cathy Horn with all in favor.

**Elect Officers:** John Figueiredo motioned to keep all officers the same as last year, Nydia Marquez as VP and Tommy Duncan as a director, second by Ken Zilka with all in favor.

### **Committees:**

FPOA- John Figueiredo

Building Maintenance- John Figueiredo

Landscape- Rose Mary Foreman.

### **Owners Comments:**

With no further business before the Board, the meeting adjourned at 11:12 A.M.

Respectfully submitted,  
Dawn DeBonis, CAM

John Figueiredo	President	Term expires 2021
Nydia Marquez	Vice President	2022
Jim Gordon	Treasurer	2021
Cathy Horn	Secretary	2021
Rose Mary Foreman	Director	2021
Ken Zilka	Director	2022
Tommy Duncan	Director	2022

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# *Heron Coach House Condominium Association, Inc.*

## **BOARD OF DIRECTORS MEETING MINUTES**

**November 18, 2019**

A meeting of The Board of Directors of Heron Coach Houses Condominium Associations, Inc. was called to order by President John Figueiredo at 2:07 PM on November 18, 2019 at the pool house.

A quorum was established with Board members, Jim Gordon, Nydia Marquez, Rose Mary Foreman, John Figueiredo and Ken Zilka present. Cathy Horn and Kathleen Garrity were absent. Dawn DeBonis, CAM represented Management.

Proof of Notice was stated without objection.

**Disposal of Minutes:** Ken Zilka motioned to approve the minutes of the 10/18/19 Board meeting, second by Rose Mary Foreman with all in favor.

**Presidents comments:** John Figueiredo stated there is a problem with some of the back steps and the a/c drain areas need to be cleaned out. New wind mitigation inspection reports will also be done.

**Treasurer Report:** Jim Gordon stated that as of the 10/31/19 financials the Association has assets of \$394,216.96, The operating budget is in surplus of \$13,000 but will be reduced by year end as landscaping is done. All reserves are fully funded. There will be significant increases in insurance, FPOA and the Master Association in the 2020 budget. The Master increase is a result of additional reserve contributions to cover the irrigation well and road maintenance. The Board will be discussing transferring operating cash to the reserve deferred maintenance o more interest can be earned. Full report attached. Rose Mary Foreman motioned to accept the treasurers report second by Ken Zilka with all in favor.

**Landscape:** Rose Mary Foreman reported the irrigation is working very well and a lot of plantings have been done to fill thin areas and around the buildings.

**Old Business:** Rose Mary Foreman stated the backflow devises need repairs.

**New Business:**

**2020 Budget Consideration:** The proposed budget was mailed out to everyone for review. Rose Mary Foreman motioned to approve the 2020 Proposed budget at \$1505 per quarter, second by Nydia Marquez with all inf favor.

**Transfer Operating funds to Reserve:** Ken Zilka motioned to transfer \$50,000 from Operating funds to the Deferred maintenance in the reserves, second by Rose Mary Foreman with all in favor.

**Owner Comments:**

With no further business before the Board Jim Gordon motioned to adjourn, second by Ken Zilka with all in favor, the meeting adjourned at 3:11 PM.

Respectfully submitted by Dawn DeBonis, CAM

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