

Bell Tower Park Property Owners Association, Inc.
c/o Cardinal Management Group of Florida, Inc.
5100 Bell Tower Park Boulevard Ft. Myers, FL
33912

DATE: May 21, 2024

TIME: 6:00 PM

LOCATION: Hybrid - Virtual Meeting/Live – BTP Office

Minutes

i. Call to order @ 6:02 PM

ii. Determination of quorum & roll call

- Linda Nunez - CAM Manager – In-person
- Ron McEwan – President – Phone
- Mike Lewis – Treasurer – In-person
- Paul Niss – VP – In-person
- Jodi Harrison – Secretary – Zoom
- John Davenport – Member at large – In-person
- 6 Participants on the bridge
- 20 Clubhouse attendees

III. Review and consideration: April meeting minutes.

Motion to accept the April meeting minutes as amended.

1st – Mike Lewis

2nd –John Davenport

IV. Treasurer's Report – Mike Lewis & Martha Harrie

- You will notice a slight change to financial reporting format
- After a very successful meeting with the CMG accounting staff last week, we were able to get a monthly trend report from the CMG accounting system along with a segregation of the "landscaping" related expense accounts into their own segment on the income statement.
- Items of note for the month of April are:
 - In the landscaping section of the income statement, you will see an expense of \$28,480 in landscaping replacement for the new trees.
 - There was \$2,475 of expense in account 51110 for the cost of The Spires Group to file tax returns and prepare cash receipts reports for previous years (2020 through 2023)

V. Community Manager's Report:

- Request for Roof Bids for Common Roofs
- Request for Reserve Study

- Cardinal Maintenance did handyman work
 - Fixed the playground
 - Remounted gym anchor for exercise mats
 - Submitted proposals to bring items in the community up to date:
 - Restriping clubhouse parking lots and small parking areas throughout the community.
- Updated Frontsteps with proper Financials, Budgets, Minutes, misc.
- Fort Myers Fire Dept. will be repainting all fire hydrants and repairing them as needed.

VI. Committee and Liaison Reports: Please share committee updates with the secretary (Jodi Harrison) to be summarized in the POA BOD meeting minutes.

- **Social – Kim Walerius / Jodi Harrison – 9/3 @ 6:30P - Clubhouse**

- The Social Committee has done some preliminary planning for next fall and beyond:
 - o September 28 Chill & Grill
 - o October 26 Halloween Party
 - o October 27 Trunk or Treat
 - o November 10 Coffee Time
 - o December 14 Holiday Party
- The Social Committee is taking the summer off

- **Building & Amenities – Keith Miller / John Davenport – Meeting – 6/20 @ 1P – Clubhouse**

- Now that the Sport Court has been approved contracting and permitting will begin.
- Greenscapes will start prepping the areas around the sports courts for refurbishing.

- **Landscape – John Woodard / Paul Niss – Meeting – 6/20 @ 4P - Clubhouse.**

- Quotes have been collected for the Southern Wall screening project.
 - o One vendor included the Western Wall as well.
- **The board will review.**

- **Security – David Shaw / John Davenport – Meeting – 9/3 @ 3P - Office**

- **Communications – John Fuller / Ron McEwan – Meeting – 6/6 @ 1P - Clubhouse**

- Next Newsletter is schedule for August 16th
- A website transition team is following guidelines from the RGB team.
 - o The new website is expected to be up and running in beta-form mid-to-late summer.

- **Finance – Martha Harrie / Mike Lewis - Meeting – TBD**

- Only meet as needed.

VII. Old Business:

- o **NONE**

VIII. New Business:

- Discuss and Update owners on POA Roofs
 - The CAM is collecting bids from several companies.
- Discuss and Update owners on East side fencing.
 - The CAM is collecting new bids – Eagle Fencing is out.
- Discuss and Update Owners on upcoming 14 Day Notice of 2024 Annual Budget and Amended Rules & Regulations Meeting – June 4, 2024, at 6 PM.
 - Homeowner notice mailing – May 17th

IX. Adjournment – 6:59 PM