

Bell Tower Park Property Owners Association, Inc.

c/o Cardinal Management Group of Florida, Inc.

5100 Bell Tower Park Boulevard, Fort Myers, FL 33912

DATE: November 18, 2025

TIME: 6:00 PM

LOCATION: Hybrid - Virtual Meeting/Live – BTP Office

- 19 community attendees in person
- 4 community residents via Zoom

Minutes

I. Call to order @ 6:00 PM

II. Determination of quorum & roll call

- Brandi Wells - CAM Manager – In-person
- Ron McEwan – President – In-person
- Mike Lewis – Treasurer – In-person
- Paul Niss – VP – In-person
- John Scardella – Secretary – In-person
- Mark Trail– Member at large – In-person

III. Review and consideration: Previous Minutes

Motion to accept the October meeting minutes.

1st – Mark Trail

2nd – Paul Niss

Approved Unanimously

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

- Mike Lewis commented that the September financial report was adjusted in some accounts and we are over budget by approximately \$144,000 in October.
- Martha Harrie commented that there is an approximately \$200,000 variance to the 2025 budget.
- The 2024 Audit is still in progress.
- President Ron McEwan presented a chart of the percentage increases in POA fees since 2019. He also reviewed the overages in the budget line items that have created the budget shortfall.

V. Committee and Liaison Reports: Please share committee updates with the secretary (John Scardella) to be summarized in the POA BOD meeting minutes.

• Social –Kim Walerius

- On October 27th the annual Trunk or Treat was held from 5:30 –7 pm with a food truck from 5-8 pm and Ice Cream truck from 5:30-7 pm. There were 30 children who participated
- On November 1st the annual Halloween Party was held.
- On November 8th a Comedy Night was held.
- On November 11th a movie night was held.
- On December 6th an additional movie night will be held in the Clubhouse.
- On December 13th the Annual Christmas Party will be held. The flyer for ticket sales is listed on the POA website.

• Building & Amenities –Vacant Chairperson/ Mark Trail

- Meeting was held with two existing members and Mark Trail was named interim Chair of the committee. The committee is recruiting new members to serve the community.

• Landscape – Dan Kerinuk / Paul Niss

- Information on Irrigation and pump systems are continuing to be researched.
- Planting wildflowers will be done this weekend in designated areas of the community.
- Sod replacement will be done quarterly as we will purchase a “truck load” of sod to minimize expense.

• **Security – Vacant Chairperson/ John Scardella**

- Dan Hickey submitted his resignation from the committee leaving the committee chair vacant and the committee without members. We thank Dan for his service to the community.
- John Scardella is working on a revised safety charter and procedures and hopes to have it ready for the board to review during December’s meeting.

• **Communications –Ron McEwan**

- Website work continues
- On November 6 a “Get to Know the Website” was held with 20-25 community members attended the meeting.

• **Finance – Martha Harrie / Mike Lewis**

- No Report

VI. Old Business:

a) Key Security Update

- CAM, Brandi Wells, reported that thus far 200 people have registered their vehicles/fobs with the office. A reminder that community members must come into the office to do this registration.
- On December 1st the community will be disconnected from Envera and the conversion to Key Security will take place. This conversion will take approximately several days.

b) Electronic Voting Discussion

- The board discussed the possibility of using an electronic voting system in the future. Further discussion was tabled to 2026.

VII. New Business:

- Landscape Contract Renewal
 - Contract renews on May 1, 2026
 - We have received 2 unsolicited contract proposals from other companies.
 - After board discussion, the board determined there will be no change to the landscape contract in 2026.

VIII. Owners’ Comments:

IX. Adjournment – 7:25 pm

- A motion to adjourn was made by Mike Lewis and seconded by Paul Niss.
 - Motion passed unanimously.