



Spanish Wells Unit Two HOA

Board Meeting Information

SPANISH WELLS UNIT TWO HOMEOWNERS' ASSOCIATION, INC.
Post Office Box 1565, Bonita Springs, FL 34133

NOTICE TO ASSOCIATION MEMBERS AND DIRECTORS OF A MEETING OF THE BOARD OF DIRECTORS

Notice is hereby given that a meeting of the Board of Directors of Spanish Wells Unit Two Homeowners Association, Inc. will take place at 1:00 pm on Monday November 7, 2022. The meeting will take place via ZOOM and in the Card Room in the lower level of the Golf & Country Club.

This announcement will be sent electronically at least 48 hours in advance to all homeowners who agreed to email communications and it will be posted in the bulletin board located outside the Spanish Wells Community Association office in the lower level of the Golf & Country Club

Zoom Link below:

<https://us02web.zoom.us/j/7075433174?pwd=b3EzNDV6TlgycEdlazJkaktPN01Odz09>

Join on Zoom

Meeting ID 826 9157 1643

Passcode 525870

[Zoom Meeting Link](https://us02web.zoom.us/j/7075433174?pwd=b3EzNDV6TlgycEdlazJkaktPN01Odz09)

DISTRIBUTION:

Len Biernat	Suzanne Newman
Jeff Chorba	Frank Schwartz
Mike Longfield	Scott Wilkins
Don Meek	

Agenda of the Board Meeting

1. Call to Order, Quorum, Posting of Notice
2. Approval of Previous Meeting Minutes
3. Reports of Officers: President, Treasure, Secretary
4. Committee Reports, Nominating, ARC/Compliance, Social, SWCA

~~New business: 2023 Budget Review/Approval~~

Adjournment

BY ORDER OF THE PRESIDENT

The Board meets in accordance with Roberts Rules of Order. The participants are the Board members, and the meeting will follow the published agenda. Owners are asked to submit questions on topics before the meeting, and the Board will address those questions. After a motion and Board discussion on any votes, observers will be afforded 3 minutes per comment to add anything missed in discussion before vote. If time permits, the floor will be opened and observers invited to comment, within the 3-minute limit. Only agenda topics will be discussed. Other topics will be noted for future response.

This notice has been posted on the website on or before the 17TH day of October 2022, will be distributed electronically and placed in the bulletin board located outside the Spanish Wells Community Association office in the lower level of the Golf & Country Club by order of the Board of Directors and in compliance with Chapter 720, F.S. and Association documents.

Notice of 11/7/2022 Board Meeting

Zoom Meeting ID: 826 9157 1643

Passcode: 525870

One tap mobile

+13126266799,,82691571643#,,,,*525870# US (Chicago)

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Dial by your location

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+1 646 931 3860 US

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Washington DC)

+1 309 205 3325 US

+1 669 900 6833 US (San Jose)

+1 719 359 4580 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 386 347 5053 US

+1 564 217 2000 US

+1 669 444 9171 US

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Post Office Box 1565, Bonita Springs FL, 34133

www.spanishwellshoa2.com

Board of Directors Meeting

Monday, November 7, 2022, 1 pm, Via Zoom and Clubhouse

Draft

CALL TO ORDER: A quorum being present, President Don Meek called the meeting to order at 1:03 PM

BOARD MEMBERS IN ATTENDANCE: Officers: Don Meek (President), Scott Wilkins (Vice President), Frank Schwartz (Treasurer), Len Biernat (Secretary). Directors: Mike Longfield. Absent: Jeff Chorba and Suzanne Newman. Residents: John Piper, Larry Johanson, Timothy McCardell, and Debra D’Orazio

CONFIRMATION OF NOTICE: Notice of the meeting was distributed in a timely manner and was posted on the bulletin board outside the SWCA office.

Approval of The Minutes: President Meek called for an approval of the minutes for the September 12, 2022 meeting. A motion was made by Scott and seconded by Mike to approve the minutes. The minutes were approved unanimously.

Reports by Officers:

President’s Report (Don Meek): No Report

Treasurer’s Report (Frank Schwartz): Frank reported that that the finances were doing well. Report attached and accepted.

Secretary’s Report: (Len Biernat): no report

Committee Reports:

Nominating Committee (Scott Wilkins): no report

ARC/Compliance (Frank Schwartz): Report attached.

Social (Mike Longfield): The next C&C is set for December 9 at the Clubhouse. The committee is also looking at the possibility of having a holiday decoration competition in December.

SWCA (Scott Wilkins): Scott gave a brief update on SWCA activities.

Old Business: none

New Business: 2023 Budget. Frank reported that SWCA approved their budget earlier today. He made a motion to approve the Unit 2 Budget (attached) and set the annual assessment at \$2388 for residents and \$1268.88 for undeveloped lots. Len seconded the motion. The motion was adopted by voice vote with all directors present voting in favor.

2023 Assessment Process. Frank reported that we will mail the assessment invoices this week.

Mike Longfield mentioned that Unit Two will be having a Christmas “Decorate Your Home” contest. He has obtained gift certificates from a couple of local vendors. Judging will be held the night of December 14, 2022

Don asked for a motion to adjourn the meeting. Scott moved and Frank seconded the motion, which passed unanimously. The meeting adjourned at 1:37PM.

The next regular meeting of the board will be December 5, 2022 via Zoom and in the Card Room in the Club House.

Respectfully submitted,

Len Biernat, Secretary Spanish Wells Unit Two HOA, Inc.

Spanish Wells Unit Two HOA, INC FY 2022

Traditional Income Statement

01/01/2022 - 10/31/2022

Received October Interest From Synovus and Valley Bank
 Paid SWCA Maintenance for both September & October
 Received Estoppel for 28433 Sombbrero
 Missing Estoppel Check for Sombbrero Closing - SWCA/CAM Resolving Issue
 Paid for stamps and envelopes for 2023 Assessment Mailing
 Paid For Zoom and Forms Management Software Annual License
 Paid D&O Insurance Policy Renewal

Income	Amount	Annual Budget	Variance
Estoppel Certificate Fees	\$2,750.00	\$2,000.00	\$750.00
HOA Assessments From Homeowners 2022	\$374,228.00	\$374,220.00	\$8.00
HOA Assessments From Lot Owners 2022	\$2,400.00	\$1,200.00	\$1,200.00
HOA Assessments From Prorated Lot 2022	\$0.00	\$400.00	-\$400.00
HOA Assessments From Prorated New Home 2022	\$0.00	\$1,512.00	-\$1,512.00
Interest Income	\$126.34	\$125.00	\$1.34
Property Maintenance	\$180.00	\$0.00	\$180.00
Total Income	\$379,684.34	\$379,457.00	\$227.34
Expenses	Amount	Annual Budget	Variance
Auto-Owners Liability Commercial General Liability Coverage	-\$802.74	-\$525.00	\$277.74
Bank Fees Charged	-\$36.00	\$0.00	\$36.00
CAI Membership	-\$320.00	-\$310.00	\$10.00
Debt Reduction	-\$37,324.50	-\$44,789.00	-\$7,464.50
Florida Corporate Filing Spanish Wells Unit Two HOA	-\$61.25	-\$63.00	-\$1.75
Legal	-\$3,038.26	-\$400.00	\$2,638.26
Miscellaneous	-\$89.88	\$0.00	\$89.88
Money Minder	\$0.00	-\$159.00	-\$159.00
New Owner Welcome Package	-\$73.56	-\$200.00	-\$126.44
Paperform.co	-\$432.00	-\$350.00	\$82.00
Postage and Office Supplies	-\$670.69	-\$700.00	-\$29.31
Rosier Insurance travelers Company & Surety Crime Coverage	-\$514.68	-\$550.00	-\$35.32
Security Deposits	\$0.00	-\$2,000.00	-\$2,000.00
Summit Broadband	-\$146,916.00	-\$177,012.00	-\$30,096.00
SWCA Master Association Fees	-\$129,608.70	-\$155,530.00	-\$25,921.30
United States Liability Insurance D&O	-\$1,224.00	-\$1,200.00	\$24.00
Wix.com	-\$324.00	-\$264.00	\$60.00
Zoom	-\$149.90	-\$164.00	-\$14.10
Total Expenses	-\$321,586.16	-\$384,216.00	-\$62,629.84
Net	\$58,098.18	-\$4,759.00	\$62,857.18

Paid January - July 2022 SWCA Maintenance
Paid Florida Corporate Filing Fee For 2022
Paid Welcoming Committee Expenses
Received January > July Interest From Synovus
Finished Collecting all 2022 Assessments
Paid Crime Insurance Policy To Rosier Insurance
Filed IRS 1120-H Tax Report
Received Estoppel for 9861 El Greco Circle - 28381 Sombrero - 28384 Sombrero - 28511 Sombrero
Received Estoppel for 28510 & 28419 Sombrero - 9768 Treasure Cay
Received July Interest From Valley Bank
Received Estoppel for 28389 Verde and 9772 Treasure Cay
Paid for certified mail for mailbox and lot maintenance issues
Sent mail via USPS for new DwellingLive Rules to non-email homeowners
Paid to have 9880 Lot Mowed Billed Owner
Paid Pavese Law For Legal Advice
Paid Board Liability Insurance

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October 2022 - Unit Two Architectural and Compliance Committee

28380 Verde	New Mailbox	Submitted & Approve
28502 Sombrero	Landscape Request	Submitted & Approved

Non-Compliance Letters/Email Sent

Issue	Owner	Address	Letter/Email Sent	Status	Comments
Overgrown weeds and tree on ground	Maselli	9794 Treasure Cay	Email Sent	Closed	
Dirty Roof	White	9879 El Greco	Email Sent	Closed	
Dirty Roof	Ruane	9889 El Greco	Email Sent	Open	
Dirty Roof	Byers	9909 El Greco	Email Sent	Closed	
Dirty Roof	Devisse	9910 El Greco	Email Sent	Open	
Dirty Roof	Monacci	9917 El Greco	Email Sent	Open	
Dirty Roof	Wüerstl	28525 La Pluma	Email Sent	Closed	
Dirty Roof	Narekian	28413 Verde	Email Sent	Open	
Rust On Garage Door	Peuckert	28440 Sombrero	Email Sent	Open	Owner will address, may have to wait until they return
Mailbox	Rimes	28501 Sombrero	Email Sent	Closed	
Mailbox	Corrigan	28384 Verde	Email Sent	Open	
Mailbox	Witte	28406 Verde	Email Sent	Closed	
Mailbox	Adams	28399 Sombrero	Email Sent	Closed	
Mailbox	Trust	28400 Sombrero	Email Sent	Closed	
Dirty Driveway	Howe	9782 Treasure Cay	Email Sent	Open	