

**COLONIAL MANOR WEST**  
**Minutes - Annual Board of Directors Meeting**  
**& Organizational Board Meeting**  
**January 19, 2026**

**Call to order** - The meeting was called to order at 6:15 PM by Simon Malak. Only 2 board members were in attendance in person (Simon and Analia) and via Zoom: Derik Wagner and Gerasim Nyagolov Also present were the following owners from units:

Present at the meeting: 107, 108, 111, 202, 206, 207, 208, 304, 309 and 311.

Zoom: 101, 105, 203, 303

By proxy: 204, 209, 211, 310, 312.

All these units constituted the quorum required to hold the annual meeting.

**Approval of minutes** - A motion was made to approve the minutes of the last board meeting (11/03/25). The minutes were accepted as written by a unanimous vote.

**Treasurer's Report –**

1. Review of the Revised Budget for 2026 was approved .
2. The meeting focused on discussing the structural and non-structural reserve funds, operational expenses, and upcoming elevator repairs. Simon explained that monthly maintenance fees would not decrease unless operational expenses dropped, and he clarified that the only way to reduce the budget overall is if the operational expenses decrease. He also mentioned that the homeowner's fees went down this year due to savings in insurance costs, but increases were necessary due to state-mandated SIRS and NON SIRS RESERVE FUNDS requirements. They clarified the difference between mandatory (structural) and non-mandatory (non-structural) reserves, explaining that both are required by law but the non-mandatory funds can be used flexibly while mandatory funds must be prioritized for essential repairs. The board also explained that a special assessment would be needed if the mandatory reserves were depleted and additional funds were required for a major repair like the elevator replacement, which was estimated to cost around \$190,000.

The board also addressed financial matters, including a \$750 pending payment towards the reserve study and the addition of \$11,500 due to a recent payment from another unit that was not deposited yet.

**Other Updates**

1. *Simon and Derik discussed ongoing elevator maintenance issues and outstanding invoices. They agreed to keep track of all invoices and communicate with vendor to ensure proper repairs and clarify what work has been completed.*
2. Derik shared the results of a recent **ATECH inspection**, noting that Simon's unit is unique due to horizontally running wires, which was not observed in other units. They plan to investigate further and determine if similar installations occurred in other

apartments, particularly in unit 207.

3. The board discussed two proposals for a **security camera system**, with the latest quote at \$5,700 for 12 cameras. Derik explained the system would use IP cameras with PoE (Power over Ethernet) technology, offering better performance than the previous coaxial solution. The board agreed to proceed with the \$5,700 quote, with Simon tasked to negotiate a potential reduction to \$5,500. Derik will confirm if all unit owners can have access to the system and determine internet requirements. The board discussed camera placement, particularly around the garbage area, with Gerasim raising concerns about camera security. Analia emphasized the need for the system to track individuals throughout the building to address security issues. The board agreed to start with a basic 12-camera system that could be expanded if needed.
4. **Pool:** Caulking, painting, and deep cleaning. Robert Tower finished a while ago the caulking outside the pool area but the water needs to be lowered in order to finish the inside area of the pool.
5. **Parking: All Airbnb guests must display a parking permit on their dashboard at all times. The permit must clearly indicate the assigned parking space number to confirm that the vehicle belongs to that unit.**

**In addition, ALL vehicles parked in guest spaces must display a visible note indicating the unit they are visiting at all times. Guest parking is intended for short-term visits only and may not be used by Airbnb guests or cleaning crews. Airbnb guests and service providers must use the assigned parking space of the unit.**

**This policy is effective immediately. Any vehicle that does not display a parking permit with the assigned space number, or any vehicle parked in guest parking without a visible note identifying the unit being visited, will be subject to towing.**

The secretary will draft an email with the new parking rules to send to Airbnb owners.

6. Owner unit 304 discussed the importance of having a retainer agreement with a Legal firm. Simon explained that the Board considers there is not really a need for a retainer but of course if any issue arises we can always hire/retain a lawyer or a firm to assist to resolve that issue.

**As the meeting ran out of time due to the Zoom scheduling limitations, the following items were not discussed. Please see the updates below.**

7. **Gardener:** he is almost done with trimming all the backyard plants.
8. Gates were fixed and currently one gate is pending to get a piece that is needed to.
9. Tom Neubecker (previous President) was in the building assisting Eileen (304) with the sensor for the building lights. They are turning on too early during the day and we need to make sure they are on the right timer.
10. **Airbnb Issues:** It is important the Vacation Rental Owners/Managers inform their guests

of the Building rules. The Board will keep the **8 hours** to resolve the violation. We all agreed it is important to work as a team and for the best interest of all the residents. Owners/managers need to cooperate and enforce the rules and make sure their guests comply with all the city and building regulations. We will keep reporting any violation to the platforms (Airbnb/ VRBO And the City of Ft Lauderdale.) **ALSO SEE ABOVE NEW PARKING RULES.**

### **Nomination and Appointment of 2026 HOA Board Members- ALL IN FAVOR-**

#### **Board Members:**

**Doug Mulford (unit 302) didn't attend the meeting. And is no longer President.**

**Derik Wagner (unit 303) will hold his position**

**Simon Malak (unit 202, 207, 311) will hold his position.**

**Analia V. Tower (unit 309) will hold her position.**

**Ann Smalarz (unit 208) was unanimously accepted in the Board**

**At this time, we will immediately inform the residents of the current constitution of the Board of Directors and the status of the President's position.**

#### **REMINDERS:**

**DUMPSTER :** Do not overfill. We will impose a fine on the unit who doesn't comply with this. If you are moving in, or doing some construction you need to be considerate of the building and fellow association owners and arrange your own disposal of your trash.

**Adjourn – ~7: 30pm**