COLONIAL MANOR WEST APARTMENTS CONDOMINIUM ASSOCIATION, INC.

Board of Directors Meeting Minutes

Date: Thursday, July 9, 2026
Time: 6:10 PM
Location: Community Meeting Room and via Jitsi

1. Call to Order and Determination of Quorum

The meeting was called to order at **6:10 PM**. A quorum of the Board of Directors was established.

2. Attendance

Board members and residents in attendance included representatives from Units **101, 107, 108, 201, 203, 206, 208, 305, 309, and 311**.

3. Approval of Previous Meeting Minutes

The Board reviewed the minutes of the March 24, 2026, and March 30, 2026, Board Meetings.

4. Financial Report

The Treasurer reviewed the Association's quarterly financial statements and provided an update on the Association's financial condition.

The Board discussed the current operating and reserve accounts and reviewed the projected financial outlook through the end of the fiscal year. Based on current projections, the Association remains in a stable financial position, and **no special assessment is anticipated at this time**, provided no unforeseen major expenses arise. All this considering the major expense for the elevator modernization.

The Treasurer explained that the significant reserve expenditure for 2026 was the elevator modernization project, which has reduced the reserve balance as planned. During the October/November Board meeting, the Board will review year-end balances, determine the appropriate transfers between operating and reserve accounts, and finalize the proposed 2027 budget.

Current projections indicate that approximately **$65,000** may need to be allocated to the SIRS Reserve Account and **$35,000** to the Non-SIRS Reserve Account for a total of approximately **$100,000**, compared to the current year's reserve contribution of approximately **$125,000**.

The Treasurer also noted that the Association's monthly operating expenses are approximately **$11,000**, while monthly maintenance fee collections total approximately **$22,000**.

Given the current financial review, the Board agreed to postpone discretionary expenditures, including proposed pool area improvements, until updated financial projections are available later this year.

5. Insurance Update

The Board reported that the Association received the insurance inspection reports identifying several items that require attention.

The Board is currently awaiting clarification and guidance from the insurance agent regarding certain inspection findings, including the pool equipment area and cracks observed in the front wall, among other items. Once the agent provides confirmation on which items require corrective action, the Board will proceed accordingly and obtain any necessary proposals or repairs.

6. Elevator Modernization Project

The Board provided an update on the elevator modernization project.

The original contract with Motion Elevator in the amount of **$137,000** increased to **$157,000** after termite damage was discovered during an inspection necessary to obtain the permit, requiring replacement of additional structural components.

The additional work includes:

- Rebuilding the first-floor door frame.
- Installing steel components around the elevator cab.
- Wrapping the cab structure with **¼-inch stainless steel** to prevent future termite damage.

Mr. Gerasin (Unit 101) asked whether additional costs should be expected during the project.

Treasurer Simon explained that while no contractor can guarantee that unforeseen conditions will not arise, Simon noted that the revised contract amount is expected to cover the currently identified scope of work; however, unforeseen conditions cannot be entirely ruled out.

The elevator modernization remains on schedule.

7. Pool Area Improvements

The Board discussed possible pool area improvements, including pressure cleaning, painting, replacement lounge chairs, umbrellas.

After reviewing the Association's financial projections, the Board agreed to defer these improvements until the October/November meeting, when updated financial information and budget projections will be available.

8. Gates

The Board confirmed that the entrance gates were previously repaired by the locksmith.

It was also reported that the west gate, located adjacent to Units 111 and 112, is experiencing additional issues and requires further repair. The locksmith has been notified and is scheduled to return to complete the necessary repairs under the existing service.

9. Short-Term Rentals (Airbnb) Regulations

The Board discussed the ongoing need to adopt regulations governing short-term rentals.

Board Member Derik was unable to attend the meeting and therefore did not present the proposed regulations, which he indicated would be drafted in accordance with the Florida Statutes and other applicable regulations.

Treasurer Simon departed the meeting at approximately **7:00 PM**, and because additional Board discussion was necessary, no action was taken regarding proposed short-term rental rules.

Several residents expressed interest in holding a voluntary meeting with owners and managers of short-term rental units to discuss possible operating guidelines and cooperative solutions to address ongoing concerns before additional disruptions occur.

10. Beehive Proposal

The Board reviewed a proposal in the amount of **$500** for removal and treatment of a newly established beehive.

Before approving the proposal, the Board requested additional information regarding whether preventative measures could also be performed, including sealing any openings or cracks that may allow future bee activity.

Secretary Analia Tower will contact the vendor to obtain additional information and recommendations before further action is taken.

11. Truly Nolen Proposal

The Board reviewed a proposal from Truly Nolen to expand termite prevention services to include the twelve third-floor units, storage room, and laundry room.

The proposal included an initial payment of **$5,100**, followed by annual renewals of **$765**.

Mr. Gerasin (Unit 101) shared his personal experience with Truly Nolen, explaining that his individual contract is based on treatment only when termite activity is detected rather than preventative treatment. He indicated that his initial payment was approximately **$1,000**, with subsequent monthly payments of approximately **$180**.

After discussion, the Board recommended renewing the Association's existing contract with Truly Nolen and postponing consideration of the proposal at this time.

12. Owner Comments

Owners were invited to ask questions and provide comments throughout the meeting regarding the agenda items.

13. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 7:30 PM.