

GATEWAY GREENS COMMUNITY ASSOCIATION, INC.
c/o Alliant Property Management, LLC
6719 Winkler Road, Suite 200
Fort Myers, FL 33919

Minutes of Board of Directors Meeting
March 26, 2009 at 9:30 AM
Held at Gateway Services District

- Establish Quorum – Quorum is established, meeting is called to order at 9:30 AM. Present: Denny Whitworth, Brian Mook, Burnie Williams, Delores Linscott and Lourdes McLeod representing Alliant Property Management.
- Approval of Minutes for Feb 25 and March 9, 2009

Motion: Motion was made by Burnie Williams to approve minutes from February 25 with changes, Brian Mook seconded, all in favor.

Motion: Motion was made by Delores Linscott to approve minutes from March 9 as amended, Burnie Williams seconded, all in favor.

- Property Manager's report
 - Coordinated and contacted Speath in reference to missing roads on road study. Provided Brian Mook with copy on 3/18/09
 - Provided Board with updated contract from Gardner Case
 - Information on Santa Luz provided to Denny Whitworth
 - Requested bids from Florida Painters, Totally Detailed Services and JDL Coatings- monuments, street signs and exterior of guardhouses.
 - Provided Board with updated proposal on Champions Way sign in the amount of \$685.82, Board previously approved \$500.00.
 - Mahogany easement, Alliant will contact B&P for an update
 - Attended covenant Committee workshop
 - Met with Burnie Williams & Joe from TEM to discuss progress of Gatehouse /Transcore implementation
 - Letter of approval/denial were sent out per DRC request

Motion: Motion was made by Brian Mook to amend the previous \$500.00 approved for the street sign to \$685.82, to be funded by the wall/sign reserve account, seconded by Delores Linscott, all in favor.

- President's Report
 - a) Condo & HOA Law Group- Richard Deboest firm as been retained to handle association business. The Board has forwarded homeowner comments to Deboest for their review and response.

- b) Country Club Access agreement- obtained a signed agreement from the golf course granting GGCA permission to perform work on their property/weir. A copy was provided for the files.
- c) Mahogany Run corner- Board discussion held.

Motion: Motion was made Delores Linscott to extend Becker & Poliakoff one week to complete the task of the Mahogany Run easement, Brian Mook seconded, all in favor.

Motion: In the event that Becker & Poliakoff do not complete the assignment within the week deadline. Motion was made by Brian Mook to authorize the President to retain another attorney to prepare the easement, Delores Linscott seconded, all in favor.

- Treasurer's Report: Denny Whitworth provided the report on Dick Moerner's behalf. Delinquencies were discussed. Denny reminded the Board to use the expenditure authorization form to avoid errors in coding invoices.
- Financial statements- Denny gave the Board a copy of the minutes from the Finance committee meeting held on March 3, 2009. Purpose of meeting was to review allegations made on a Board Member.

Motion: Motion was made by Denny Whitworth to reimburse Burnie Williams \$724.26 for the out of pocket expenses incurred while maintaining the irrigation system, tools in his possession which include measuring wheel, solenoid tester and a walkie talkie to be turned over to management, Brian Mook seconded, three in favor, Delores Linscott opposed, motion passes.

Motion: Motion was made by Denny Whitworth to name the following people to the finance committee, George Wader, Michelle Ranson, John Pickel, Jim Newlan, Brian Mook seconded, three in favor Delores Linscott opposed.

- Comcast- Committee has held two meetings
- VP for Operations Report: Brian Mook reported on Westlinks widening project and revised road study from Speath Engineering. Brian requests the Board allow him to obtain pricing on the necessary road work. Discussion held on the needed sidewalk repairs. Three proposals were obtained, with Griffith Contracting being the lowest bid. Denny Whitworth recommends the repairs be completed as identified and Brian Mook continue to communicate with the Country Club on their portion of the project.

Motion: Motion was made by Delores Linscott to authorize Brian Mook obtain pricing for the road work at Bent Pine, Westlinks, Fairway Isles, Teak Circle and White Pine Lane, to be funded by the paving reserve account, Denny Whitworth seconded, all in favor.

Motion: Motion was made by Denny Whitworth to approve the proposal from Griffith Construction up to \$10,000.00 with a \$2,000.00 contingency allowance to repair 2,284 square feet of sidewalks from the main gate to Cypress Links, Burnie Williams seconded, all in favor.

- Mail Box painting- Brian Mook reported that the mailboxes in Fairway Isles N & S have been refurbished.

Motion: Motion was made by Denny Whitworth to approve the painting of the 261 mailboxes in Mahogany N. & S and Hampton Greens at \$35.00 a mailbox for a total of \$9,135.00 to come out of the painting reserve account 5060, it is the Board's intention to paint all mailboxes in Gateway Greens, Brian Mook seconded, all in favor.

- Champions Way sign – Trutwin proposal approved
- Directional Signs - Board discussion held. Brian Mook will provide specifications on materials, size and location.
- Committee Reports:
 - Landscape: Delores Linscott commented on requests from Champions Green. The Board is awaiting a response from the attorney before proceeding with work on non Gateway Greens property. Board discussed irrigation at the Weir. Board discussed landscape committee guidelines.

Motion: Motion was made by Denny Whitworth to authority VP of Operations up to \$1,500.00 for irrigation at the Weir to be funded out of landscape account #5040, Delores Linscott seconded, three in favor, Burnie Williams opposed, motion passes.

Motion: Motion was made by Brian Mook to approve landscape committee guidelines as submitted by Delores Linscott and modified by discussion as attached, Burnie Williams seconded, all in favor.

Motion: Motion was made by Delores Linscott to appoint Brian Mook, Ed Snyder, John Kostyck and herself to the landscape committee, Burnie Williams seconded, all in favor.

- Finance Committee:
- Rules & Regulations: tabled
- Access Control: Board discussion held.

Motion: Motion was made by Burnie Williams to adopt access control guidelines as submitted with changes attached, seconded by Brian Mook, all in favor.

Motion: Motion was made by Burnie Williams to appoint Bob Sutherland, Greg Miller, Brian Mook, Burnie Williams to the access control committee, Brian Mook seconded, all in favor.

- Transponder implementation – committee will meet on March 31, 2009 to discuss further.
- Nominating Committee: tabled for future meeting
- Covenant Enforcement: Board appointed Karen Maxwell and Dave Tursan to committee.

- Community Relations: Board appointed committee members and the committee appointed Bill Markle as committee chairperson. Deadline for newsletter is April 10, 2009.
- Board meeting schedule for balance of year: Meetings are scheduled for the fourth Thursday of every month at 9:00 am.
- Adjournment – Meeting is adjourned by motion at 1:45 PM

LANDSCAPE COMMITTEE

CORE VALUE:

Our community will be aesthetically pleasing

Goals:

Ensure the community property is maintained in a manner that compliments the community, within the budget provided. While maintaining above goal, ensure every effort is made to be environmentally responsible and flexible to accommodate changing trends.

Committee requirements:

1. A quorum must be present in order for a committee to conduct business. A quorum for this purpose is a majority of the committee members.
2. Committee meeting minutes are to be submitted to the Property Management.
3. The committee shall respond to any complaints from Members on any matter within its field of responsibility. It shall dispose of such complaints as it deems appropriate or refer them to the Board of Governors.
4. All committee actions must be by a majority vote of members present at a properly held meeting.

Committee authority:

1. The committee may inspect work performed by the landscape contractor. Inspection reports may note the quality and adequacy of the work performed. Inspection reports may be delivered to the landscape contractor and to the Board of Governors.
2. The committee is to evaluate the landscape contract specifications and recommend changes to the Board of Governors.
3. The committee is to evaluate the quality of the landscape services and provide the Board of Governors a monthly report.

4. The committee is to provide the Board of Governors an annual recommendation on whether to extend the contract with the existing contractor or whether the landscape services should be put out to bid.
5. The committee may meet with the contractor during properly held meetings to discuss contract performance.
6. The committee may make recommendations for change orders to the landscape contract. Recommendations for change orders in excess of \$2,500 will go to the Board of Governors for approval.
7. The committee may make recommendations for capital improvements to be added to the Landscape Reserve Account project list.
8. The committee may select the flowers to be installed semi-annually in locations within the Associations areas of responsibility.
9. The committee may select the mulch to be applied under the terms of the landscape contract.
10. The committee may make recommendations to the Board of Governors for holiday lighting and decorations. This authority includes interviewing contractors and developing specifications for Board approval.

The board's representative shall:

1. Attend committee meetings
2. Represent the policies and directions approved by the board
3. Represent the committee's positions to the board
4. Sign and submit all expenditure authorizations recommended by the committee.
5. Recommend committee appointments to the Board of Governors.

CHAIRPERSON DUTIES:

1. Call meetings as necessary
2. Prepare an agenda for each meeting in advance which shall list all of the business to be discussed at the meeting.
3. Ensure proper minutes are kept and distributed to the property manager. All committee members shall have a minimum of five days to review and comment on the minutes before the chairperson distributes them.
4. Recommend to the Board of Governors the appointment and/or removal of members to the committee.

Adopted March 26, 2009 by the Gateway Board of Governors.

Gate Access Committee

Core Value:

Our community will be a safe place to live.

Goals:

Maximize homeowner security while keeping cost within budget provided. Security will be the responsibility of the entire community. While maintaining above goals, ensure flexibility to accommodate changing trends in security technology.

Requirements:

1. Meetings must have a quorum to conduct GGCA business.
2. Meeting minutes must be kept, approved by the committee and submitted to the Property Manager.
3. The Committee will receive concerns from Residents on any matter involving security. It shall dispose of such concerns as it deems appropriate or refer them to the BOG for further resolution.

The Board of Governors representative to the Gate Access Committee shall:

- Attend committee meeting
- Represent the policies and directions approved by the board.
- Represent the committee's positions to the board.
- Approve and submit all expenditure authorizations recommended by the committee.
- Recommend committee appointments to the Board of Governors.

The Chairperson of the Gate Access Committee shall:

- Call meetings as necessary
- Prepare an agenda for each meeting in advance and distribute same to the board's committee representative. The agenda shall list all of the business to be discussed at the meeting.
- Ensure proper minutes are kept and distributed to the property manager. All committee members shall have a minimum of five days to review and comment on the minutes before the chairperson distributes them.
- Recommend the appointment and/or removal of members to or from the committee.
- Make recommendations for expenditure authorizations (EA) for all spending request. EAs are to be signed by the board's representative and submitted to the designated authority for approval.

The Gate Access Committee has the authority to:

- Elect its chairperson
- Hold meetings of the committee at a time and place of their choosing.
- Establish gate access procedure and forms.
- Develop access policies for Board of Governors consideration

- Invite Security Vendor/Security Technology Vendor to attend meetings of the committee to answer questions about contract specifications, schedules, and concerns.
- Inspect the work performed by Security Vendor/Security Technology Vendor and report any performance issues to the Property Manager.
- Develop recommendations for contract modifications.
- Develop recommendations for contract change orders.
- Review contract specifications provided by the property manager for new contracts and provide recommendations to the board for approval.
- Meet with Security Vendor/Security Technology Vendor to review contract compliance and report any failure of Security Vendor/Security Technology Vendor to comply with the terms of the contract to the Property Manager.
- Review and approve Post Orders and Gatehouse operations
- Review incident reports and rover logs
- Approve web page content for the access control web page
- Develop crime prevention and safety programs.

Adopted March 26, 2009 by the Gateway Board of Governors.