

SPANISH WELLS UNIT TWO HOMEOWNERS ASSOCIATION, INC.

Post Office Box 1565, Bonita Springs, FL 34133

**NOTICE TO ASSOCIATION MEMBERS AND DIRECTORS OF
THE ANNUAL MEETING OF THE ASSOCIATION**

Notice is hereby given that the **Annual Meeting of the Spanish Wells Unit Two Homeowners Association, Inc. will take place in the Card Room (Lower Level) of the Spanish Wells Golf & Country Club, 9801 Treasure Cay, Bonita Springs, FL 34135 at 1:00 pm on Monday, February 1, 2021.**

DISTRIBUTION: All homeowners and lot owners in Spanish Wells Unit Two

Agenda of the Annual Meeting

1. Call to Order
2. Establish Quorum
3. Certification of Posting of Notice
4. Approval of Minutes of February 3, 2020
5. Reports of Officers
 - a. President
 - b. Treasurer
 - c. Secretary

6. Committee Reports
 - a. Nominating
 - b. ARC/Compliance
 - c. Social
 - d. SWCA

Old Business: None

New Business: None

Adjournment

BY ORDER OF THE PRESIDENT

Homeowners wishing to make a statement at the Board Meeting with reference to a designated agenda item may do so, but have a three minute time limit.

This notice has been posted on the website on or before the 15th day of December, 2020 and distributed electronically by order of the Board of Directors and in compliance with Chapter 720, F.S. and Association documents.

SPANISH WELLS UNIT TWO HOMEOWNERS ASSOCIATION, INC.

**ANNUAL OWNERS MEETING
Monday, February 3, 2020 1 pm,**

**Card Room at Spanish Wells Golf & Country Club
9801 Treasure Cay Lane, Bonita Springs, FL 34135**

Meeting Minutes

CALL TO ORDER: A quorum being present, President Meek called the meeting to order at 1:00 PM

BOARD MEMBERS IN ATTENDANCE: Officers: Don Meek (President), Frank Schwartz (Vice President & Treasurer), Len Biernat (Secretary). Directors: Diane Floyd, Pegie Morris, Scott Wilkins; Absent Howard Smith.

CONFIRMATION OF NOTICE: Notice of the meeting has been distributed in a timely manner and was posted in the customary locations.

Approval of The Minutes: Dr. Meek called for an approval of the minutes from the February 4, 2019 meeting. A motion was made by Diane Floyd and seconded by Scott Wilkins; the minutes were approved unanimously.

Reports by Officers:

President's Report (Don Meek): Don reported that 11 estoppel letters were sent out and that 10 properties changed owners. The rate of sales seems to be decreasing lately. Our records have been digitally scanned and are now stored on the cloud with Flash Drive backups. No financial information is stored in this backup except email addresses.

Treasurer's Report (Frank Schwartz): Frank reported that we had 4 homeowners who were late in delivering their 2020 Annual Assessment. One of the homeowners was fined and paid their assessment. There is no outstanding debt and we ended up the year with a cash surplus of \$28,893. He stated we are in a good financial position. There were no questions.

Secretary's Report: (Len Biernat): Six board members and 19 residents were in attendance. There were sufficient proxies to constitute a quorum.

Committee Reports:

Nominating Committee: No report

ARC/Compliance (Frank Schwartz): Frank mentioned that nothing unusual had happened during the year. There were normal incidents of Roof Cleaning, Mail Box repairs, lawn issues, etc. We currently have 30 dirty roofs and 5 mailbox issues. There were 73 ARC requests for approval in 2019. All were approved.

Social (Pegie Morris): Pegie Morris mentioned that she had several months for future C&C's covered but still needed more volunteers. She indicated she would continue to look for volunteers and asked for help from everyone.

SWCA (Scott Wilkins): Scott gave an overview of the Golf & Country Clubs full year of operation. He stated that Billy Casper had a good year, made lots of improvements to the golf course and the club house. It appeared that they will make a profit that will be shared with the homeowners based on our agreement with Billy Casper. Overall club membership is up.

Old Business: None

New Business: Several residents raised a number of issues with the board, including flooding, dirty roofs, seamless metal roofs and the need for a list of approved contractors. Scott Wilkins indicated that he would contact the appropriate person to address the flooding issue. Frank Schwartz and Bob Hunderfund will review all of the homes in Unit Two for compliance with our rules

The meeting adjourned at 2:35PM

Meeting Notes from the February 2020 Annual Meeting

The next regular board meeting is scheduled for March 2, 2020 in the Card Room at the Club House, and the next Annual Meeting will be on February 1, 2021 in the Card Room.

Respectfully submitted,

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

SPANISH WELLS UNIT TWO HOMEOWNERS ASSOCIATION, INC.

Monday, February 3, 2020

2:40 pm. Card Room at Spanish Wells Golf & Country Club

9801 Treasure Cay Lane, Bonita Springs, FL 34135

Organizational Meeting Minutes

(NOTES)

CALL TO ORDER: A quorum being present, President Meek called the meeting to order at 2:45 PM

BOARD MEMBERS IN ATTENDANCE: Officers: Don Meek (President), Len Biernat (Secretary). Directors: Pegie Morris, Scott Wilkins, Frank Schwartz, Howard Smith (Absent), Diane Floyd.

New Business: Scott made a motion to elect the current officers to another term: Don Meek, president; Scott Wilkins, vice president; Frank Schwartz, treasurer; and, Len Biernat, secretary. The motion was seconded by Len Biernat and passed unanimously

The meeting adjourned at 2:46 PM

The next board meeting is scheduled for March 2, 2020 in the Card Room at the Club House.

Respectfully submitted,

Len Biernat

Secretary-Unit Two HOA

To: Spanish Wells Unit 2 HOA Board of Directors

From: Frank Schwartz - Treasurer

Financial Status Good

Financial Results for January 2020

Paid SWCA January Maintenance Fee \$30,450.00

Received interest of \$204.20 for January from our Money Market account.

Paid Bank Maintenance Fee of \$17.15

Received refund of \$17.15 from bank

Received 364,658.00 for 2020 Annual Assessments

Paid Frank Schwartz \$61.25 for Florida Corporate Filing

Paid Rosier Insurance \$514.00 for Travelers Casualty & Surety Insurance Plus Telecom Option

Paid Frank Schwartz \$21.40 for certified letters for missing assessments

Have NO Annual Assessment Payments Outstanding

Submitted IRS 1120-H for 2019

Received late fees of \$230.78

Year to Date:

We currently have \$365,001.99 cash in our Money Market account.

Paid SWCA Monthly Maintenance Fees YTD	\$30,450.00
Paid Rosier Insurance for Travelers Casualty & Surety Insurance Plus Telecom Option	\$514.00
Paid Bi-Annual Website Maintenance Fee	\$300.00
Paid Frank Schwartz for Corporate Filing	\$61.25
Paid Frank Schwartz for certified mail for missing assessments	\$21.40
Received interest from our Money Market Account	\$204.20
Submitted 1120-H to IRS for 2019	
Paid Synovus for maintenance fee	\$17.15
Received credit for Synovus maintenance fee	\$17.15
Collected Late Fees	\$230.78

Financial Overview

Received 167 deposits for 2020 Annual Assessments Plus Interest	\$365,092.98
Received Bank interest (included in received deposits)	\$204.20
Paid out a total of	\$31,046.65
Our cash balance as of January 31, 2020 is	\$365,001.99

Scroll Down for financial overview of 2020 YTD Including February SWCA Maintenance Payment

Spanish Wells Unit Two Homeowners Assoaition			
PO Box 1565			
Bonita Springs, FL 34133			
Projected Cash Balance as of 2/3/2020			
Consolidated General Ledger YTD Financial Summary for 2020			
Income YTD			
	Homeowner Assessments		\$364,658.00
	EsToppel Fees Collected		\$0.00
	Bank Interest YTD		\$204.20
	Late Fees		\$230.78
	Bank Fees		\$17.15
		Total	\$365,110.13
Expenses Paid YTD			
	SWCA Monthly Maintenance Fee		\$24,799.50
	Summit Cable & Internet		\$28,623.00
	Debt Reduction For Club Purchase		\$7,464.90
	Website Maintenance		\$300.00
	Legal Fees		\$61.25
	Office and Postage Costs		\$21.40
	CAI Yearly Membership for Board		\$0.00
	Insurance Policies		\$514.00
	Bank Fees		\$17.15
		Total	\$61,801.20
Planned Expenses Through 12/31/2020			
	SWCA Monthly Maintenance Fees		\$303,882.00
	Planned Misc Expenses		\$5,800.00
		Total	\$309,682.00
Current Assets			
	Cash in Money Market Account		\$334,675.59
	Future EsToppel and Interest Pmt		\$3,900.00
		Total	\$338,575.59
Summary			
	Total Income		\$365,110.13
	Expenses		\$371,483.20
Planned Expenses September > December 31, 2019			
			\$309,682.00
Cash Assets Available through Dec 31-2019			
			\$338,575.59
		Surplus Cash	\$28,893.59

Spanish Wells Unit Two Homeowners Association, Inc.
P.O. Box 1565
Bonita Springs, Florida 34133

January 2020 - Unit Two Architectural and Compliance Committee

February 3, 2020

Hurricane Protection

9760 Treasure Cay

Submitted and Approved

Non-Compliance Letters/Email Sent

Issue	Owner	Address	Letter Sent	Status	Comments
Roof Repairs		28419 Sombrero	8/7/2019	Open Through Jan 2020	Legal
Roof Repairs		28399 Sombrero	8/7/2019	Open Through Jan 2020	Legal
Commercial Vehicle Driveway		9859 El Greco	12/8/2019	Closed	Resolved
Dirty Roof		28392 Sombrero	8/14/2019	Open	Legal
Dirty Roof		28401 Sombrero	8/14/2019	Closed	Cleaned
Dirty Roof		28428 Sombrero	8/14/2019	Closed	Cleaned
Dirty Roof		28510 Sombrero	8/14/2019	Open	Legal
Dirty Roof		28514 Sombrero	8/14/2019	Open	Legal
Dirty Roof		9851 El Greco	8/14/2019	Closed	Cleaned
Dirty Roof		28418 Verde	8/14/2019	Open	Legal
Mail Box RRR ¹		28410 Verde	12/12/2019	Closed	Cleaned
Mail Box RRR ¹		28433 Verde	12/12/2019	Closed	Resolved
Mail Box RRR ¹		28436 Verde	12/12/2019	Closed	Resolved
Mail Box RRR ¹		28399 Sombrero	12/12/2019	Open	Email Sent
Mail Box RRR ¹		28503 La Pluma Way	12/12/2019	Closed	Email Sent
Dirty Roof		9910 El Greco	12/12/2019	Closed	Cleaned
Dirty Roof		28376 Verde	12/13/2019	Closed	Cleaned
Dirty Roof		28392 Sombrero	1/29/2020	Open	Email Sent
Dirty Roof		9782 Treasure Cay	1/29/2020	Open	Email Sent

NOTE: "LTR" Letter mailed via USPS requesting action.

Requests Sent to SWCA > John Zizzo > None

Note 1: Homeowners have until January 26, 2020 to resolve issue

Comment: All ARC requests are reviewed by Frank Schwartz & Scott Wilkins

Frank Schwartz
 Chairman, Unit Two Architectural and Compliance Committee