

# CELEBRATION CAPE HOMEOWNERS' ASSOCIATION, INC.

## BOARD OF DIRECTOR MEETING MINUTES

*A Corporation Not-for-Profit*

Monday, January 27, 2025, at 5:30pm

Held at: Tiki Park • 203 Destiny Circle, Cape Coral, FL 33990

1. **CALL TO ORDER.** The meeting was called to order by Brian Meek at 5:31PM. A quorum was established with 28 Member units represented in person and by proxy. Board Members present: Linda Foreman, Lori Gripentrog, Brian Meek, Shannan O'Brien, Christine Schielzo. No representative from Tropical Isles Management was present.
2. **CERTIFY QUORUM.** A quorum was established with Linda Foreman, Lori Gripentrog, Brian Meek, Shannan O'Brien, Christine Schielzo present. No representative from Tropical Isles Management was present.
3. **PROOF OF NOTICE OF MEETING.** Meeting notices were emailed to all Members and posted on CelebrationCape.org and at the Tiki Park signboard in accordance with Florida Statutes, Chapter 720 and the Association By-Laws.
4. **PRIOR MINUTES.** MOTION TO APPROVE THE BOARD OF DIRECTORS MEETING MINUTES DATED NOVEMBER 18, 2024. Motion was made by Christine Schielzo, seconded by Shannon O'Brien, with all Board members voting in favor. Motion carried 5-0.
5. **OPEN FORUM: OWNER COMMENTS/QUESTIONS.** The owner of #295 reported that an area of sod next to her property is sinking again. She also informed the Board that she has a tenant applying to rent her house. Another owner pointed out that Tropical Isles is not sending out the correct rules and regulations, and asked if the Board is looking into a new management company.
6. **OLD BUSINESS**
  - a. **GROUNDS**
    - 1) **Gate Repair and Repaint** (Skyway Fencing)
      - a) Repair Status: Brian stated that the repair is scheduled for the week of February 3.
      - b) Double Payment on Deposit Invoice: No response yet from Tropical Isles on this inquiry.
      - c) The Board agrees that all non-recurring invoices need to be reviewed and approved by at least one member of the Board.
    - 2) **Wall Cleaning, Repair and Painting.** This issue is postponed until the next Board meeting (February?) pending receipt of estimates from vendors.
    - 3) **Mango Tree at 902 1<sup>st</sup> Place and in Association Swale:** status update.

Christine stated that the notice letter from our attorney was sent to the owners. The Board will request that Tropical Isles provides a copy of this letter, so that the Board is aware of deadline dates before next actions can be taken.
    - 4) **Tiki Park Landscaping:** Christine met with Jon Easterday (Everyday Landscaping) to discuss plans and details for work to be performed.
    - 5) **Tiki Structure Repair:** Christine spoke with Robin at Southern Cross Tiki. Now that the deposit has been paid, we will be added to their work schedule (about 6-8 weeks out).

b. COMPLIANCE.

- 1) Tropical Isles is scheduled to conduct a community walk-through the week of January 27<sup>th</sup>. The Board has pointed out to TI that the “rules and regs” document sent out to owners is not valid or enforceable. We have asked them to send out copies of the CC&Rs and ARB Guidelines instead, so that owners are aware of evaluation criteria.
- 2) The Board is going to schedule an Executive Session with Tropical Isles to discuss the multiple missteps, communication failures, accounting issues, etc. that have occurred over the past year.

c. ARCHITECTURAL REVIEW BOARD

- 1) **ARB Guidelines Review/Edit.** The Board is aware of the need to have this document updated. An email will be sent to the community asking for volunteers to assist with the edits.
- 2) **ARM for #232 (Landscaping) approved 10/7/24 (+90 days) – project not started or completed.** The owner has decided not to pursue this project, and has officially rescinded the request for modification.

7. NEW BUSINESS

- a. **Swale Drainage Issue on South Side of Wall.** Brian will contact the City to follow up in response to the non-compliance letter sent to the Association.
- b. **Delinquent Accounts.** What is the status of collection process for three accounts that are more than 90 days past due? This is another topic that the Board will address with Tropical Isles at the Executive Session meeting.
- c. **Use of the CelebrationCape@gmail.com Email Address.** The Board is looking into possibly discontinuing the use of this email account, and use the FRONTSTEPS portal for communicating notices, emails, events, work requests, document storage, ARM submissions, etc.

The Board will test out various communication options within FRONTSTEPS and explore the feasibility of this migration. It may require further training or access capabilities for Board members. All owners’ emails will need to be added to the database to ensure they receive all communications via the portal.

8. NEXT MEETING. To be determined.

9. **ADJOURNMENT.** MOTION TO ADJOURN THE MEETING WAS MADE BY CHRISTINE SCHIELZO, SECONDED BY LORI GRIPENTROG, WITH ALL VOTING IN FAVOR TO ADJOURN THE MEETING AT 6:19PM.

Respectfully submitted,

Linda Foreman, Secretary  
Celebration Cape Board of Directors

*(The preceding minutes were approved by the Board of Directors on April 23, 2025)*