

**BERKSHIRE LAKES MASTER ASSOCIATION**  
**495 BELVILLE BOULEVARD**  
**NAPLES, FLORIDA 34104**  
**JANUARY 20, 2021**

The regularly scheduled meeting of the Berkshire Lakes Master Association was held on January 20, 2021 at the Berkshire Lakes Clubhouse and on ZOOM. Proper notice had been given and the community had been notified via the website to join the conference call if anyone wished. President Luparello called the meeting to order at 7:00PM. One homeowner attended by teleconference.

**ROLL CALL OF OFFICERS:**

Robert Luparello, President  
Charles Lascari, Director  
Bob DeMarco, Director  
Allen Bouley, Ability Management  
Mike Peppe, Director, was absent.

Maureen Richards, Vice President  
David Orr, Director  
Linda Craig, Secretary

**PROOF OF NOTICE OF MEETING:**

It was established that the date, time, method and nature of the meeting had been posted on the Association bulletin boards in compliance with state statutes and on the Berkshire Lakes website.

**DISPOSAL OF OUTSTANDING MINUTES:**

Maureen moved and David seconded a motion to approve the minutes of the November 18<sup>th</sup>, 2020 meeting. The vote to approve was unanimous.

**PRESIDENT'S REPORT:**

President Luparello made the following two important announcements:

1. The notice of the Annual Meeting, although sent out in a timely fashion, has been delayed in the US mail. The letters have been delivered to many zip codes but not to 34104 yet. Allen will talk with the Post Master asap.
2. Governor DiSantis extended the state of emergency for Florida through March 4<sup>th</sup> so the Clubhouse will remain closed and the pool will continue to operate under the restricted guidelines.

The remainder of the President's message will be found in the attached document.

**THIRTY MINUTE OPEN MEETING:**

A homeowner called to inquire if fire pits were permitted. Since the ARB Committee had brought the updated ARB guidelines to the Board that evening for review and approval, the homeowner was asked to wait until those new regulations were made official. President Luparello promised to call and update him personally.

**TREASURER'S REPORT:**

Please see attached.

**MANAGER'S REPORT:**

Allen announced that Myrna Love our Administrative Assistant had given her two weeks' notice. Ability Management has been in the process of recruiting office help and would share resumes with us for our review.

**PLANNING MEETING UPDATE:**

Maureen brought the Board up to date on the progress being made on all the topics discussed during the planning meeting last fall.

1. Allen has found that Costco offers the TV we want for the best price. Three vendors have been contacted about installing the TV and upgrading our sound system and WIFI in time for the Annual Meeting. Bids should start coming in next week.
2. Maureen will compose a letter to send to the townhome and condo associations in Berkshire Lakes apprising them of our desire to reestablish the Presidents' Club. This organization will enable the elected officers of all our associations to share information about vendors as well as discuss our shared facilities and interests.
3. Our reserve accounts have been modified as needed.
4. ARB documents are being updated as well as the Policies and Procedures.
5. Improvements have been made to the website.
6. Efforts to update email addresses continue. In visiting homeowners whose property borders Horseshoe Lake, Linda has added some email addresses to the roster. Continued visits will yield more emails.
7. Bob Luparello contacted Commissioner Penny Taylor's office about the delay in resurfacing Berkshire Lakes roads and was assured we would be on the schedule for May or June of this year.

Nancy Probst, Chair of the ARB, attended the meeting by Zoom and began her presentation of the changes to the ARB regulations with some explanation of the efforts the Committee had been making since June to condense and clarify this document. Nancy had sent the revised version to the Board ahead of time for its review. The discussion which followed was very productive and yielded many insights into both problems and solutions. Agreement was reached on every topic and Nancy agreed to edit the document to reflect the consensus accordingly. The Board agreed to a special meeting to approve the edited document.

David Orr Chair of the Lakes Committee presented a request to the Board to approve its decision to hire Hole Montes as the Oversight Engineer for the remediation project on Horseshoe Lake. The Lakes Committee had requested bids from five vendors. Three responded and, although Hole Montes was not the lowest bid, the Committee determined it would be the best choice for many reasons including the fact that it had worked with Seabreeze in the past, has an enviable reputation and offered practical and realistic ways to reduce costs. Charles moved and Maureen seconded a motion to approve the recommendation. The vote to approve was unanimous.

The Board agreed to take up the review of the Proxies for our Annual Meeting at the Board's special meeting for the approval of the new ARB document.

The meeting was adjourned at 9:50 PM.

Linda Craig, Secretary

