

BEL-FOREST MANOR CONDOMINIUM ASSOCIATION

UNAPPROVED MINUTES – April 22, 2026

**PLACE: AMERI-TECH PROPERTIES MANAGEMENT INC.
24701 US 19 N SUITE 102, CLEARWATER, FLORIDA 33763**

- **CALL TO ORDER** – Meeting called to order at 6:02 P.M. by Angela Johnson
- **ROLL CALL** – Mike Peters – President & Treasurer; Matt Miller – Vice President; Alex Hageli – Secretary; Rinaldo Kola - Member. Also present: Angela Johnson – Ameri-Tech
- **PROOF OF NOTICE** – Posted on premises and distributed electronically on April 14, 2026
- **READ/WAIVE MINUTES FROM JANUARY MEETING** – Mike motioned to waive reading of and approve the January Board meeting minutes as is, seconded by Matt. All in favor. Motion approved.
- **BOARD APPOINTMENTS** - Matt motions to appoint Brian Haynes to the Board; seconded by Mike. All in favor. Motion approved.
- **BOARD REORGANIZATION** - Mike announces resignation as Board president effective immediately. Matt motions to approve resignation; seconded by Rinaldo. All in favor. Motion approved. Mike motions to appoint Matt as president; seconded by Alex. All in favor. Motion approved. Matt motions to appoint Brian as vice president, seconded by Alex. All in favor. Motion approved. Matt motions to appoint Mike as treasurer; seconded by Alex. All in favor. Motion approved. Matt motions to appoint Alex as secretary, seconded by Mike. All in favor. Motion approved. Rinaldo remains director at large.
- **PRESIDENT’S REPORT** – Mike presented the President’s Report. Mike reviewed/discussed recent police activity at the complex, as well as installation of new hanging lights, pest issues and various contractor interactions. The Board discussed restoration of electrical service to a unit currently in foreclosure.
- **TREASURER’S REPORT** – Mike presented the Treasurer’s Report.
- **MANAGER’S REPORT** – Angela presented the Manager’s Report, including discussion of an onsite inspection with Mike and laundry coin collection numbers.
- **OLD BUSINESS**
 - **Roof inspection/maintenance contract/roof access policy** – Mike discussed roof inspection report from Merrilat. Mike motioned to approve Merrilat three-pronged approach for addressing roof issues; seconded by Alex. All in favor. Motion approved. Mike discussed draft policy governing owner access to roof; to be posted online and discussed at next meeting.
 - **Carport repairs & painting** – Board has received six proposals with varying levels of service. Mike recommends the Board draft a request for proposal to outline scope of work to be able to compare quotes.
 - **Termine/pest control** – Board soliciting quotes for service.
 - **Insurance renewals** – Mike discussed renewal premium which is \$45k less than budgeted.

Respectfully Submitted – Alex Hageli, Secretary

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- **NEW BUSINESS**

- **Water leak investigation and remediation** – Mike discussed a draft policy governing process for determining source and responsibility of water leaks. Policy will be posted and discussed and voted on at the next Board meeting.
- **B1 slab repairs** – Mike discussed water drainage issues with this unit. Recommends contacting engineer to make assessment and to make fixes to existing downspouts. Matt motions to fix downspouts; seconded by Rinaldo. All in favor. Motion approved.
- **Minute posting policy** – Minutes aren't required to be posted onsite, just the agenda. Owners expressed a strong interest in having minutes posted onsite. It was noted minutes are posted online as well. Consensus of Board is that draft minutes will be posted both onsite and online.
- **Pool key policy** – pool locks had to be replaced, necessitating distribution of new pool keys. Angela tasked with drafting formal policy governing pool key replacement cost to be discussed at next meeting.
- **Pool heater replacement** – Matt discussed generally that pool appears to have installed with heating capability. Matt motioned to hold owner vote on purchase of new heaters; Brian seconds the motion. All in favor. Motion approved.
- **Tree trimming** – Mike reported on need to trim trees, including some that are causing damage to the roofs. Dead tree in front of B building needs removal. Mike motions to accept Danny's Tree Service quote to perform the work; seconded by Matt. All in favor. Motion approved.
- **Cleaning service** – Mike has received complaints regarding the quality of the work of current contractor Bill Brown. Board has received two quotes from other contractors. Angela will draft request for quote to both with the same scope of work and Board will discuss at next meeting.
- **OWNERS' COMMENTS** – Request made to have area in front of B1 power washed. Angela will research options. Questions raised about Duke markings in front of B building and pool heater expense. Concerns expressed about state of pond between D and E buildings; aerator on order.
- **NEXT MEETING DATE** – next meeting will be Thursday, June 18, 2026.
- **ADJOURNMENT** – Matt motioned to adjourn, seconded by Mike. All in favor. Meeting adjourned at 8:35 p.m.

Respectfully Submitted – Alex Hageli, Secretary

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