

# **BEL-FOREST MANOR CONDOMINIUM ASSOCIATION**

**UNAPPROVED MINUTES – October 23, 2025**

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

- **CALL TO ORDER** – Meeting called to order at 6:00 P.M. by Stefanie Archetti
- **ROLL CALL** – Stefanie Archetti – President; Ron Robertson – Vice President; Bob Allan – Treasurer; Monica Wilson – Member. VIA ZOOM: Alex Hageli – Secretary. Also present – Jenny Kidd - LCAM
- **PROOF OF NOTICE** – Posted and distributed electronically on October 21, 2025
- **READ/WAIVE MINUTES** – Monica motioned to waive reading of and approve the August Board meeting minutes as is, seconded by Alex. All in favor. Motion approved.
- **PRESIDENT’S REPORT** – Stefanie presented the President’s Report. The Board held a budget workshop to review and discuss the 2026 proposed budget. The Board also discussed the property manager Ameri-Tech’s merger with Summit Management Partners.
- **TREASURER’S REPORT** – Bob presented the Treasurer’s Report. The operating fund includes the upcoming insurance down payment. Deferred maintenance balance reflects restored borrowing for major projects.
- **MANAGER’S REPORT** – Jenny presented the Manager’s Report, which included discussions around possibly leasing washers/dryers from an outside firm.
- **OLD BUSINESS**
  - **Owner Violation (Contractor Opinion/Vote)** – Monica reported that a contractor she spoke with said nothing more could be done. Monica motioned to consider this matter closed, seconded by Bob. All in favor. Motion approved.
- **NEW BUSINESS**
  - **Budget Update** – the reviewed budget is adopted with no changes.
  - **Duke Energy Repair** – new wires will be installed in the near future.
  - **Lien Vote** – Bob motioned to place lien on a unit in arrears on HOA dues, which Alex seconded. All in favor. Motion approved.
  - **Ameri-Tech Contract Extension** –
  - **Project List** – Stefanie reviewed a tentative list of pending projects.
  - **Water Leaks** – A3, D3 and Laundry Room – Bob discussed the water leak in D3.
- **OWNERS’ COMMENTS** – none offered.
- **NEXT MEETING DATE** – next meeting will be the annual meeting scheduled for Thursday, November 13, 2025.
- **ADJOURNMENT** – Bob motioned to adjourn, seconded by Monica. All in favor. Meeting adjourned.

Respectfully Submitted – Alex Hageli, Secretary

**IF YOU SEE SOMETHING, SAY SOMETHING**