

1 **Twin Shores Beach & Marina, Inc.**
2 **Board of Directors' Meeting**
3 **December 21, 2016 at 9:00 AM**
4 **Twin Shores Clubhouse**
5 **Approved Minutes**
6

7 **PUBLIC EXPRESSION**

8 Charles Craig: - Took a moment to Thank Mark Thomas for his service on the Board.

9 John Brewer: - Talked about Twin Shores Board going from 7 directors to 5.

10 - Directors should be liaisons to committees, not chairman.

11 - Parking Zar should be here more than 3 months out of the year.

12 - Directors should try to attend all meetings. (Read an excerpt out of the
13 Prospectus regarding the same.)
14

15 **CALL TO ORDER:** Vickie Called the Meeting to order at 9:09am.
16

17 **ROLL CALL:** Present in person was Vickie VanMeier, Mark Thomas, Nancy Cornuke, Pat Novi, Mandy
18 Brewer, and Donnie Lane. Also present (came late) was Shane Ranieri representing P.C.M.
19

20 **READING OF THE MINUTES:** Donnie read the minutes of the November 2016 Board Meeting.

21 Discussion was had about adding the word 'caregiver' to line 154.

22 **Motion** by Mandy, 2nd by Pat to approve the minutes of the November 2016 Board Meeting with the
23 addition of the word 'caregiver' to line 154. ***Motion Passed Unanimously.***
24

25 **TREASURERS REPORT:** Mandy Brewer - See attached.
26

27 **CORRESPONDANCE:** Mark Thomas's letter of resignation from the Board. See attached.
28

29 **MAINTENANCE REPORT:** Pat Novi - See attached.
30

31 **PARKING REPORT:** None
32

33 **PCM Report:** None
34

35 **COMMITTEE REPORTS:**

36 **Financial:** None
37

38 **Infrastructure:** John Balerna - We are looking into the flooding problems on the grounds when heavy
39 rain falls.
40

41 **Fining Committee:** None.
42

43 **Rental Committee:** None
44

45 **Beautification:** None

46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89

Marina: Richard Collins: See attached.

Storage: None

Social: None

Pool Exploration: See attached. Discussion was had.

OLD BUSINESS

Water Quality: Nancy Cornuke - We had a test performed to measure the amount of certain metals in our water. Several test locations throughout the community were chosen. The results showed that our levels are within the maximum allowable amounts by the EPA. See attached results report. Discussion was had by the Board

Street Lights: Jim Boltz - We have seven street light fixtures. Jim presented his recommendation for a replacement. The recommended lights are LED. A price decrease of 25% was negotiated for a cost of \$132/unit. Discussion was had by the Board. **Motion** by Mandy to approve the 7 new lights and the installation not to exceed \$2,000. 2nd by Donnie. **Motion Passed Unanimously.**

Parking Signs: Joan to inquire about 'Reserved' signs up front: Change R122 to guest. Discussion was had.

Fish Cleaning Station: Shelf and grinder: The Board discussed having a shelf and/or a grinder as features for the new fish cleaning station. Also discussed was the location of the new fish station. Whether to install it on the north or south side dock. The cost with the shelf is approximately \$1,500. **Motion** by Pat to approve the fish cleaning station with the shelf for a cost of approx. \$1,500 and to install it on the north side of the marina. 2nd by Mark. **Motion Passed Unanimously.**

Aqua Thruster: Maintain, Dock Master or Jose? The Board is considering the purchase of an aqua thruster, for an estimated cost of \$2,000. We will need to supply power to any location in the marina that we wish to place it. Discussion was had by the Board. **Motion** by Donnie to purchase an aqua thruster to try out during the trial period subject to the moderate cost of the electrical installation. 2nd by Nancy. **Motion Passed Unanimously.** We will ask Jose if he will maintain unit.

Painting fence: Gulf Shores is going to power wash and paint the fence that borders our two communities. Hunter Green.

Office Help: Shane discussed the different payment options for a part time office person. Discussion was had by the Board. They will interview a potential candidate in the near future.

Request to allow cats: We have had complaints of cat hair in washing/dryer machines. Discussion was had by the Board. The Board will continue to uphold the No Pet policy.

90 **Replacement of Bench that was lost during a storm event this summer:** The bench was rarely used.
91 The Board discussed an alternative of purchasing a plaque and to ask the donor where they would
92 want to install it.

93
94 **NEW BUSINESS**

95 **Board Approval: Rentals & Sales:** See attached. A **motion** was made by Mandy and seconded by Nancy
96 to approve. All in favor. ***Motion Passed Unanimously.***

97
98 **Board Approval: Work to be Done by Shareholders:** See attached. A **motion** was made by Mark and
99 seconded by Donnie to approve. All in favor. ***Motion Passed Unanimously.***

100
101 **Need Sign for Maintenance Building:** Scrap Metal Only. Items such as TV's, microwaves, A/C's are the
102 shareholder's responsibility to dispose of properly. We will put up a notice on how to go about
103 disposing of these and other similar materials.

104
105 **What should we do where the Boat Houses were?:** Discussion was had about possible desires of the
106 community. This subject will be tabled to a future Board Meeting.

107
108 **New Emergency Contact Forms:** Nancy Cornuke: Some of our emergency contact information for
109 residents appears to be out of date. We will be distributing new forms for residents to fill out.

110
111 **Moving to a 5 member Board:** Discussion was had about the possibility of, and the procedure for
112 having a 5 member Board. We have asked our attorney to give us some guidelines for this procedure.
113 A **motion** was made by Mandy and seconded by Donnie to bring to the owners a vote to move to a 5
114 member Board. All in favor. ***Motion Passed Unanimously.***

115
116 **Prospectus:** We have been approached about signs in the park, running a business. Mandy read the
117 restrictions regarding sign usage in the park. Mandy also read: pg. 54 of prospectus. Numbers 11 &
118 15. (running a business) Discussion was had by the Board.

119
120 **Guardians:** line 154 of Novembers Board Meeting Minutes changed to Guardians/Caregivers. The
121 Board formally acknowledges that Glenna Gable's son Steve is her Caregiver.

122
123 **CPR and Defibrillator:** The Board suggests that the Social committee have an educational seminar as
124 part of a coffee agenda.

125
126 **Committee Chairperson:** Reminder; Prepare budget and or fees to Finance Committee before the
127 January meeting for the budget.

128 Mark Thomas gave his resignation from the Board. The board intends to appoint Jim Boltz to fill the
129 vacant position.

130
131 **REMINDERS:**

- 132
- 133 • ALL OVER NIGHT GUESTS MUST SIGN IN
 - 134 • WORK TO BE DONE BY SHAREHOLDERS MUST GET PERMISSION
 - 135 • POST 48 HOUR NOTICE FOR COMMITTEE MEETINGS

136 **For the Good and Welfare of the Community:**

- 136
- Vickie VanMeier: Propose that the Board discuss a raise for JV Family to begin April 1st.
- 137
- John Brewer: Spoke about some of the link issues on the new website design. He will get with
- 138
- Steve Koerner to go over the details.
- 139
- Vickie VanMeier: Our directory has the wrong email for the association listed. This will be
- 140
- corrected.
- 141
- John Brewer: The Board needs to look for a replacement for Laurie Thomas for the upcoming
- 142
- directory.

143

144 Adjournment: A **motion** was made by Donnie and seconded by Pat to adjourn at 11:14am. ***Motion***
145 ***Passed Unanimously.***

146

147

148 Respectfully submitted by,
149 Shane Raniere, CMCA, AMS

**TWIN SHORES BEACH AND MARINA, INC
MONTHLY TREASURER'S REPORT
DECEMBER 21, 2016**

Operating account: _____ \$	\$ 158,460.16
Money Market _____ \$	\$ 157,543.16
Petty Cash _____ \$	\$ 1,496.52
Villas Reserve Account :	\$ 19,177.37

TOTAL CASH ON HAND.....\$336,677.21

- 1. There are 3 owners past due in HOA fees, Late Fees, or Administrative fees, totaling \$709.00. There currently is \$13,323.34 in prepaids. A reminder that the late fee of \$25 will be incurred and the \$10 administration fee will also be assessed on any late dues received after the 10th of the month. Shareholders are encouraged to use automatic debit or bill pay to avoid extra accounting and late fees. Rentals are not approved if Shareholder fees are in arrears. It might be noted that the January quarterly payment due January 1st, 2017 is the 4th quarter payment, since our fiscal year starts April 1st, 2017. This has been confusing for new purchasers. The first quarter payment due April 1st for April, May and June is considered the first quarter.**
- 2. Board approval is requested for any new expense over \$1,000 before ordering unless an immediate emergency. It is recommended that there be at least 2 bids, if possible, on any item.**
- 3. Any committee anticipating any major expenses over the next year, please get your request into the budget committee well before the end of January. This is extremely important from infrastructure and maintenance. Other committees with smaller budget items, please let the committee know of any changes from last year's budget by the end of January.**

Mandy Brewer, Treasurer, Twin Shores Beach and Marina, Inc.

December 21, 2016

To: Twin Shores Board of Directors

Subject: Resignation of Vice President from Twin Shores Board of Directors

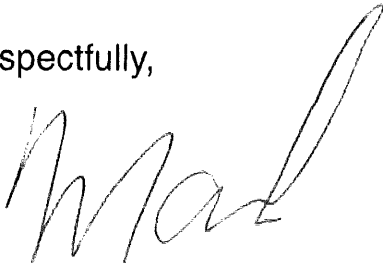
I wish to thank the community and the Board of Directors for allowing me to serve and support Twin Shores in the role of Vice President.

As a member of the board the position has proven very rewarding. If it was not for Laurie and I relocating to Sarasota I would have looked forward to continuing on in this position.

I ask for the community to provide support to the remaining members and welcome my replacement.

As of today, December 21, 2016, It is with heavy heart that I announce my resignation to the Twin Shores Board of Directors. From my heart thank you and it has been a pleasure to serve.

Respectfully,

A handwritten signature in black ink, appearing to read 'Mark Thomas', written in a cursive style.

Mark Thomas

Marina Report

Items Requiring Board of Directors Approval

- Approval and subsequent purchase of a fish cleaning station to be installed on the south side of the marina.
- Approval and subsequent purchase of an AquaThruster to alleviate dead fish and grass in the marina especially as a result of red tide events. Although I am a newcomer to Twin Shores I have been a year around resident in Sarasota for the last six years and based on my experience and observations, red tides appear to occur more frequently than every three years. In fact, according to the Florida Fish and Wildlife Conversation (FWC) red tides occur every year in the Gulf of Mexico. For those owners who do not reside at Twin Shores year around, I can assure them that the stench from these events negatively affects the enjoyment of our community. I can personally attest to this based on this past years red tide fish kill that I was not able to sit outside on my patio nor open my windows for fresh air due to the offensive stench and the flies from the rotting carcasses of the dead fish. This presents a problem to our community which I thoroughly believe can be rectified by this device. Our plan is to test this device and if it does not solve our problem we can return it to the manufacturer for a nominal restocking fee of 15% of the purchase price which would amount to approximately \$300.

12/21/2016

Memo: Board of Directors

RE: Twin Shores Swimming Pool

I met with the LBK planning and building department concerning the process and procedures necessary to implement a plan for building a swimming pool.

General guidelines concerning the building site.

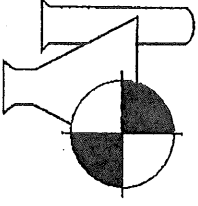
1. Maximum lot coverage of all existing buildings(mobile units and outbuildings) cannot exceed 30% of our five acre site, and maximum no-open space cannot exceed 50% of the five acre site(mobile units, outbuildings and all driveways, walkways, side roads and streets).
2. Provide a survey of the 5 acres which we already have.
3. Consult with professional pool construction company as to site location, plans, estimated costs and feasibility of the project.
4. Since we already exceed those limits in number 1 above, and due to the non-conformity of Twin Shores, an Application for a Variance and a Site Plan Exemption will be necessary at such time as the decision is made to move forward with the process.

I will review additional research from Vickie which she obtained from Bill Allen at Gulf Shore and locate 3 construction companies for input and report to the Board of Directors at the January 2017 meeting.

John Brewer

BENCHMARK

Enviro Analytical Inc.



FDOH Certification #E84167

Twin Shores Beach & Marina
 3740 Gulf Of Mexico Dr.
 Longboat Key, FL 34228

Nancy

ANALYTICAL TEST REPORT

THESE RESULTS MEET NELAC STANDARDS

PROJECT NAME: METALS ANALYSIS

Submission Number	Sample Description	Sample Date / Time	Parameter	Method	Result	Units	MCL	MDL	Analysis Date / Time	Lab ID
16111145	Office	11/30/2016 1030	COPPER	200.7	0.150	MG/L	1	0.004	12/02/2016 14:54	E84167
16111145	Office	11/30/2016 1030	IRON	200.7	0.029 U	MG/L	0.3	0.029	12/02/2016 14:54	E84167
16111145	Office	11/30/2016 1030	LEAD	SM3113B	0.006	MG/L	0.015	0.00067	12/01/2016 14:42	E84167
16111145	Clubhouse Kitchen	11/30/2016 1030	COPPER	200.7	0.030	MG/L	1	0.004	12/02/2016 14:58	E84167
16111145	Clubhouse Kitchen	11/30/2016 1030	IRON	200.7	0.029 U	MG/L	0.3	0.029	12/02/2016 14:58	E84167
16111145	Clubhouse Kitchen	11/30/2016 1030	LEAD	SM3113B	0.00067 U	MG/L	0.015	0.00067	12/01/2016 14:47	E84167
16111145	#5 Spigot	11/30/2016 1030	COPPER	200.7	0.163	MG/L	1	0.004	12/02/2016 15:03	E84167
16111145	#5 Spigot	11/30/2016 1030	IRON	200.7	0.029 U	MG/L	0.3	0.029	12/02/2016 15:03	E84167
16111145	#5 Spigot	11/30/2016 1030	LEAD	SM3113B	0.001 I	MG/L	0.015	0.00067	12/01/2016 14:52	E84167
16111145	#86	11/30/2016 1030	COPPER	200.7	0.078	MG/L	1	0.004	12/02/2016 15:07	E84167
16111145	#86	11/30/2016 1030	IRON	200.7	0.029 U	MG/L	0.3	0.029	12/02/2016 15:07	E84167
16111145	#86	11/30/2016 1030	LEAD	SM3113B	0.004	MG/L	0.015	0.00067	12/01/2016 14:58	E84167
16111145	#19 Bathroom	11/30/2016 1030	COPPER	200.7	0.187	MG/L	1	0.004	12/02/2016 15:11	E84167
16111145	#19 Bathroom	11/30/2016 1030	IRON	200.7	0.029 U	MG/L	0.3	0.029	12/02/2016 15:11	E84167
16111145	#19 Bathroom	11/30/2016 1030	LEAD	SM3113B	0.001 I	MG/L	0.015	0.00067	12/01/2016 15:03	E84167

Board Approval – Rental & Sales

Rental

Already Approved

1. #5A Goldstein to Patricia Nolin Feb., 2017 – March 31, 2017
2. #21 to Shirley Stacy Jan. 1, 2017 – March 31, 2017
3. #26 Magdic to Richard & Shirley Sheldon Dec. 15, 2016 – June 15, 2017
4. #84 Furniss to Lee & Marlene Saylor Jan. 1, 2017 – Feb. 28, 2017
5. #110 Dora Kami & Benjamin Kaminecki Dec. 14, 2016 - Dec. 13, 2017
6. #116 Rainone to Margot Osborne Dec. 1, 2016 – Nov. 30, 2017

Loans:

1. Martin #22 to Reisterer family from about Dec. 15, 2016 to Dec. 26, 2016.

Sales:

Already Approved

1. Thomas #83 to Ron Hood & Susan Roeder
Interview was held Dec. 14, 2016

Transfer:

Work to be done by Shareholder:

Already Approved

1. Martin #22
Request permission to paint the front of their unit the same color – white and replace the ac unit. The ac unit will go into the same location (through the wall in front).