

Twin Shores Beach & Marina, Inc.
Board of Directors' Meeting
February 15, 2017
APPROVED MINUTES

1 **PUBLIC EXPRESSION**

2 None

3
4 **CALL TO ORDER**

5 The meeting was called to order by Vickie VanMeier at 9:03 A.M.

6
7 **ROLL CALL**

8 A quorum was established by Linda Huber with all Board Members present in person except Nancy
9 Cornuke who was present telephonically. Shane Ranieri of Progressive Community Management was
10 also present.

11
12 **CONFIRMATION OF PROPER MEETING NOTICE**

13 Notice was posted in accordance with Association Bylaws and requirements of Florida statute.

14
15 **READING OF MINUTES**

16 A **motion** was made by Mandy Brewer and seconded by Donnie Lane to dispense with the Reading of the
17 Minutes of the January meeting. All in favor. **Motion Passed Unanimously.**

18 A **motion** was made by Mandy Brewer and seconded by Donnie Lane to approve the minutes of the
19 January meeting. All in favor. **Motion Passed Unanimously.**

20
21 **TREASURER'S REPORT**

22 Mandy Brewer: See attached.

23
24 **CORRESPONDANCE**

25 Linda Huber read a letter from the social committee wherein they approved renters to be part of the
26 community activities.

27
28 **MAINTENANCE REPORT**

29 Pat Novi: See attached. Discussion was had regarding the side clubhouse doors and the bids received so
30 far. We will obtain another bid.

31
32 **PCM REPORT**

33 Shane Ranieri – Walking around the community reviewing units for the ‘work to be done’ letters. Also
34 met with the Finance Committee to help develop the proposed 2017/2018 Budget.

35
36 **COMMITTEE REPORTS**

37 **Financial:** Fred Huber - See attached.

38
39 **Infrastructure:** Phil Wyss – See attached. Discussion was had regarding the process for making
40 expenditures and getting bids on the seawall.

41
42 **Parking:** Donnie Lane - Contracts will be going out this week. Reminder to properly mark your guests
43 vehicles. Discussion was had by the Board regarding the purchase and use of new parking tags. More
44 review will be done on the tags. Discussion was had regarding the cars illegally parking in the spots at
45 the front of the community.

46
47 **Fining:** Penny Koerner - None

48
49 **Rental Committee:** Penny Koerner - None

50

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51 **Beautification:** Nancy Martin - See attached.

52

53 **Storage:** Nancy Martin - See attached.

54

55 **Marina:** Richard Collins – See attached. Discussion was had regarding the proposed changes to the
56 Boat Slip Contract. Several individual line items were brought up for review. The Dock Master will
57 make some changes based on the Boards Comments and send it back to the Board for review and
58 approval.

59

60 **Social Committee:** Barbara Bruce – None.

61

62 **Pool:** John Brewer – None

63

64 **OLD BUSINESS**

65 **Directory Chair Needed:** Discussion was had. Linda Volunteered to oversee this year's version. We
66 will look to Maria-Elena for help with this project. Discussion was also had regarding what company
67 will be used for the printing of such.

68

69 **Street Lights:** The new, correct, lights will be delivered this week.

70

71 **Lighting the Palm Trees – Entrance:** We are on the list for Herb Dolan for the installation of the
72 electrical line needed for the lighting. Jim Boltz will look into what types of lighting should go on the
73 association's sign. He will bring a recommendation to the Board.

74

75 **Changes to Boat Rental Contract:** The Dock Master will review the requested changes by the Board
76 and send a revised version back to the Board for review and approval.

77

78 **NEW BUSINESS**

79 **Board Approval – Rentals & Sales:** See attached. Motion and 2nd to approve. Unan.

80

81 **Board Approval – Work to be Done by Shareholder:** See attached. Motion and 2nd to approve. Unan.

82

83 **Clubhouse Doors & Air Conditioners:** Discussed above. We will be getting a third bid

84

85 **Dumpsters & Recycling:** Nothing is to be left in dumpster site. TV's are owner responsibility to get rid
86 of. No A/C's or microwaves left in metal area without talking to landscaping family to see if they will
87 take it. Please break down your boxes.

88

89 **Certified Letters – Home Maintenance #32 & 15/16.** The Board directed PCM to send these owners
90 certified letters of the work that still has not been done.

91

92 **Marina Lighting:** Discussion was had regarding the use of the originally purchased street lights for use
93 at the marina. Some owners have expressed objections to this plan. Discussion was had regarding the
94 opposition and the placement of said lights. Original street lights will be incorporated at the Marina with
95 the advice from the Board, Dock Master, and Infrastructure Committee. This project will be held off until
96 the seawall project is complete.

97

98 **Penny Sale – Twin Shores Residents:** Discussion was had about limiting the penny sale to residents

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99 only. Discussion was had about changing the layout of the clubhouse for the upcoming sale. Gulf Shores
100 has been invited to this event. Discussion was also had about, going forward, making this event a limited
101 ticketed event which Twin Shores owners/residents will be given first opportunity to attend.
102

103 **Cooling of Kitchen:** Jim Boltz discussed some options available to us to help cool the kitchens.
104

105 **Rental Lease #32:** Pat Novi will call the owner to let them know that the Board will not be renewing the
106 lease.
107

108 **Change of Trim Color #9:** The Board Directed PCM to send a certified letter regarding the unapproved
109 trim.
110

111 **Status of #20:** Discussion was had regarding the occupancy of this unit. We are currently going through
112 the eviction process.
113

114 **Future Garage Sales – Twin Shores Residents Only:** Discussion was had regarding the possibility of
115 limiting this event to Twin Shores Residents Only. Going forward, we will have twin shores residents
116 able to sign up first. If any additional spaces are left, non-resident shareholders will have an opportunity
117 to have a table.
118

119 **Use of Beach Chairs:** Do not reserve beach chairs with towels. They are first come, first served.
120

121 **REMINDERS**

122 Emergency Contact Form is Due.
123

124 **FOR THE GOOD AND WELFARE OF THE COMMUNITY**

125 Barbara Bruce asked if the Work to be Done letters could be sent out earlier.
126

127 Joan Fulchino suggested that the renters have a mandatory meeting to go over the rules of the community.
128 Donnie Lane has volunteered to meet with the renters to go over the rules and answer any questions they
129 may have. Discussion was had.
130

131 Nancy Martin: The maintenance people have agreed to take the air conditioners
132

133 Nancy Martin: Unit 20 should also be sent a certified letter regarding the painting of their unit.
134

135 Candidates for the Board: John Brewer, Gary Bruce, Richard Collins, Kenneth Crosthwait.
136

137 Donnie Lane: Proposed a free seminar for final arrangements planning. This would be held on March 7th.
138

139 Donnie ensured that no sales pitch will be done at the meeting. Disclaimer: Donnie Lane works for the
140 company who would provide the seminar.
141

142 **ADJOURNMENT**

143 As there was no further business to come before the Board a motion was made by Donnie Lane and
144 seconded by Jim Boltz to adjourn. All in favor. Motion passed unanimously. The meeting adjourned at
145 10:17 a.m.
146

147 **NEXT MEETING**

March 15, 2017

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148

149 **TOWN HALL MEETING:**

150 Discussion was had regarding the Board asking the owners to vote for the reduction of the Board from 7
151 members to 5. This will be an item up for vote at the Annual Meeting.

152

153

154

155 Respectfully submitted,

156

157 Shane Raniere, LCAM

TWIN SHORES BEACH AND MARINA, INC
MONTHLY TREASURER'S REPORT
FEBRUARY 15, 2017

Operating account:_____ \$	\$ 174,331.08
Money Market_____ \$	\$ 157,636.85
Petty Cash_____ \$	\$ 271.67
Villas Reserve Account :	\$ 19,180.63
TOTAL CASH ON HAND.....	\$351,420.23

1. There is currently \$ 1,305 in arrears from 3 shareholders and \$8,742 in pre-paids from 12 Shareholders. A claim of Lien will be recorded on one of the properties currently in arrears for 2 quarters. 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. New coupon books should be available by the Shareholders meeting on March 25th and will distributed at that time.
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. The budget committee has met and the budget is in draft status for the coming year. There will be some major expenses this year and they have been allocated to the budget so that no increase in dues are expected for the coming year. The budget will be sent out with the last mailing for the upcoming Shareholders meeting.
4. Insurance has been reviewed for this coming year and adjustments in valuations have been made. Insurance is a major cost to the Association and we have paid approximately \$33,000 to cover various properties of the Association. It is recommended that owners, especially those who rent, carry liability insurance on their units as well as the villas. Contents of the individual Villas are not covered by the Association Insurance.

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

Shane

Monthly Maint. Report Feb 15, '17

Waiting for approval to purchase two new doors for the Club house, with new air-conditioner with heat strips.

Lift station was improved with new panel. Please do not allow any thing (items) to flush down your toilets except waste (body waste) and Angel soft tissue paper.

New street lights should be installed shortly if not already.

Please do not put old sinks, toilets, etc. by the garage doors. Waste Management will not take them away.

Respectfully
Pat Youn

FINANCE COMMITTEE REPORT

February 7, 2017

The meeting was called to order at 1:30 p.m.

Present were: Fred Huber, Chair;

Kaye Brininger

Janet Delande

Elaine Rufener

Mandy Brewer, Board liaison

Shane Raniere, PCM. Inc.

The purpose of this meeting was to formulate the budget for the fiscal year – April 1, 2017 to March 31, 2018. This was done with a couple of incomplete line items:

- | | |
|-------------------------------------|--------------------------|
| A. Seawall Repair | Expense Line Item |
| B. Transfer from Op. Account | Income Line Item |

The chairman will discuss the transfer at the Board Workshop and hopefully get approval to make the transfer so the budget is balanced.

Board Workshop Meeting – Feb. 8, 2017

Transfer was approved. Budget will be revised with the new line items included. PCM, Inc. was notified and will have the proposed budget ready for the Feb. Board of Directors' Meeting.

Submitted by Fred Huber, chairman



Linda Huber <fnlhuber@gmail.com>

Infrastructure Committee Report

Phil Wyss <pwysp@yahoo.com>
Reply-To: Phil Wyss <pwysp@yahoo.com>
To: "fnlhuber@gmail.com" <fnlhuber@gmail.com>

Mon, Feb 13, 2017 at 7:24 PM

Members of the Infrastructure Committee met with Mike Smith (Civil Engineer) on surface water issues, hope to have his report by the end of this week.

We met with the Dock Master and 2 Contractors on Seawall repair and upgrades.

Waiting on bids.

Upgraded a section of the sewer behind Unit 7.

Respectfully submitted by,

Phil Wyss



robert martin <alumas42@gmail.com>

Beautification and Storage

1 message

Robert/Nancy Martin <alumas42@gmail.com>

Tue, Feb 14, 2017 at 3:11 PM

To: Bob/Nancy <alumas42@gmail.com>

BEAUTIFICATION-THE COMMITTEE HAS BEEN WORKING VERY HARD THIS YEAR TO UPGRADE THE GARDENS. THANKS SO MUCH FO WHOR ALL OUR VOLUNTEER HELPERS WHO GIVE SO MUCH OF THEIR TIME AND EFFORT. THEY ARE DON AND LINDA,STEVE,AND AL AND DOTTYE AND OUR REGULAR COMMITTEE. THANKS ALSO TO THE PLANTERS AND WATERERS.WE ARE HOPING TO GET AN ESTIMATE TO RESOD THE SHUFFLE AREA AND ARE WAITING FOR THE ESTIMATE. IT CERTAINLY WOULD IMPROVE THE APPEARANCE OF THE AREA.

STORAGE-WE STILL HAVE THREE STORAGE UNITS AVAILABLE.IF ANYONE IS INTERESTED,CALL ME AT 387-1232 OR COME TO UNIT 22.THANKS,NANCY MARTIN

February 15, 2017

Marina Dockmaster Report

Seawall Repair/Capping

Received one quote for the repair and capping of the seawalls. Awaiting a second quote from Ram Marine. Will present quotes and recommendations at March board meeting for board review and approval

Water Supply

- Will be seeking two to three estimates for the replacement of all water valves in marina.
- Will be purchasing new water hoses. Installation will be done by the Dock Master.

Item Requiring Board of Directors Action

Review, modify and approve the modifications and upgrades to the boat slip rental agreement.

Board Approval – Rental & Sales

Rental

Already Approved

1. **#79 Boltz to William G., Jr. & Sharon Moore March 1, 2017 – April 30, 2017**
2. **#104 Gustafson – extension of lease to Kyle & Sandra Lopes**
Lease was May, 25, 2016 – Aug. 25, 2016. It is extended to March 1, 2017.
3. **#104 Gustafson/Bokesch to Robert & Laurie Powers March 1, 2017 to Feb. 28, 2018**
4. **#108 Bergin – extension of lease to Clarence Mike Mills, Jr.**
Lease was June 20, 2016 – Sept. 30, 2016. It is extended to March 31, 2017.

Loans:

1. **#122 Cornuke to family Feb. 6 – Feb. 12, 2017**

Sales:

Already Approved

1. **#77 Taylor to Lorraine Mazzoni**
Interview – Jan. 30, 2017 Approved Closed Feb. 2, 2017

Transfer:

Work to be done by Shareholder

Already Approved

1. **#102 Collins**
Request permission to add 12" X 12" concrete pavers on existing loose stones to enlarge the shaded backyard outdoor space. The placement of the pavers would allow for stability for the placement of a small table and chair set while still continuing to allow water to drain through the existing stones.