

Twin Shores Beach & Marina, Inc.

Board of Directors' Meeting

April 19, 2017

Draft Minutes

PUBLIC EXPRESSION:

None. Richard Collins, President, stated that shareholders were free to ask questions and add to the discussions during the meeting, but not to overly prolong the meeting.

CALL TO ORDER:

The meeting was called to order by Richard Collins, President, at 9:05 a.m.

ROLL CALL:

A quorum was established by Linda Huber with all Board Members present in person except Ken Crosthwait who was present by telephone. Shane Raniere of Progressive Community Management was absent.

CONFIRMATION OF PROPER MEETING NOTICE:

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

READING OF MINUTES: Linda Huber, Secretary

Linda read the draft minutes of the March 15, 2017 Board of Directors' meeting. A **motion** was made by Don Lane to approve the minutes of the March meeting. John Brewer seconded the motion. *Motion passed unanimously.*

TREASURER'S REPORT:

Due to the fact that the position of Treasurer has not been filled , a complete report was not available. Linda Huber read the list of arrears totaling \$2,491.76 with most of the arrears from Unit #12.

CORRESPONDENCE: Linda Huber

None

MAINTENANCE REPORT: James Boltz (see attached)

Jim also said that certified letters had been sent to Units 9, 15 and 32. Unit 9 has been sold. Unit 15 will be discussed later in the meeting and Unit 32 has hired a contractor to make the required repairs.

COMMITTEE REPORTS:

Finance: Fred Huber

Fred reported that Bob Martin is now a member of the committee.

Insurance: Bill Tow No report

Infrastructure: Phil Wyss (see attached)

Marina: Richard Collins (see attached)

Rental: Penny Koerner (see attached)

Fining: Penny Koerner No report

Beautification: Nancy Martin (see attached)

Storage: Nancy Martin (see attached)

Parking: Donnie Lane (see attached)

Donnie also said that the bumpers will be painted, repaired, etc.

Social: Barbara Bruce No report

Pool: John Brewer (see attached)

John said that he would be getting back with Max Powers of American Beauty Pools after his meeting with the LBK Planning Director. He will also work with the Infrastructure Committee in More information is needed regarding insurance costs, maintenance, etc. and what qualifies as green space.

OLD BUSINESS:

Certified Letters – Unit maintenance of #9, 15/16, 32 Units #9 & #32 were discussed under the Maintenance Report. Bob Hammar, the owner of #15/16 has requested financial help with the repair needed to his driveway. He feels that some of the damage was caused when the street was repaired. **Jim Boltz will contact Bob to discuss the matter and get estimates.**

Clubhouse doors & air conditioners. Jim Boltz reported that both will be installed Mon. or Tues. of next week.

Job Descriptions for Board Members & Committee Chairs Linda Huber said that the job descriptions of all Officers have been received. It is not necessary to have job descriptions for the committee chairs, but rather to define the purpose of the committee. For example, there seems to be some disagreements as to what is in the domain of Infrastructure and what is under Maintenance. Pat Novi stated that Infrastructure and Maintenance often work together. Discussion was had.

Directory Linda Huber said that the Directory should be ready for printing this weekend. A question was asked how it would be distributed. Linda said that those shareholders who were here would receive them directly and the rest would be mailed.

Rental Restrictions - Tabled to Fall

NEW BUSINESS:**Board Approval – rental & sales; work to be done by shareholder** (see attached)

A question was asked concerning the rental of Unit #95 April 1, 2017 – May 31, 2017. The renter said that he only rented for 1 month, not the 2 that are required beginning in April. Linda will call the owner and discuss this. He will also be told that if a renter leaves early, the owner is not to use the unit during the remaining rental period. Further abuse could result a rental being referred to the fining committee.

Street Lights – Jim Boltz said that there have been some comments about the street lights shining directly into the windows of the unit. He is going to raise the height on 1 of the poles to see if it makes a difference. Also the lights on 1 of the palm trees is not working and he will get that corrected.

Maintenance #3, #10, #15, #27

#3 – Carla Ogburn requests that a piece of grating be installed in the opening of the drainage pipe in front of the unit to prevent someone being injured. **Jim Boltz will look into it.**

#10 – Tom Leyne requests a partial reimbursement for expenses necessary to reconnect the water pipes to his outbuilding. He submitted receipts for the work that had to be done in the common area between his unit and the outbuilding. There was much discussion about this. **Jim Boltz will contact him to see if an agreement can be reached.**

#15 – already discussed

#27 - Elaine Rufener says that a pipe was replaced behind their unit and as a result some repairs now need to be made: the pavers need to be leveled and new gravel needs to be put down. If the now exposed wires are dead, then she would like them removed. **The Board will look at the area after the meeting to determine what needs to be done.**

Ownership of Outbuildings - Unit #3 Ogburn requests permission to acquire the use of and/or purchase the outside bathhouse/storage used by #12. **The rules state “These areas (Outside baths and storage areas, “outbuildings) are assigned to a lot and cannot be reassigned to other Shareholders.”** Linda Huber will contact her and explain the rule.

Benches for Shuffleboard Court - Tabled until fall until more is known about the area involved in the study for a pool.

AED – Discussion was had involving the need for this. Donnie Lane made a **motion** for the Board to investigate, get estimates and purchase a AED. John Brewer seconded. **The motion passed unanimously.**

Office Position - Richard Collins stated that Mandy Brewer has been hired to work in the Office.

Treasurer Position – Richard Collins explained the dilemma that the Board is facing. There must be a Treasurer and none of the current Board members are willing to take the position. Therefore, the Board has decided to canvass the shareholders to see if we can get a volunteer to be Treasurer. If someone does volunteer, then that person will become a Board member and 1 of the At Large Board Members will step down. Linda Huber will send out the canvass by email or regular mail as needed. The shareholder has until May 31, 2017 to respond.

Review of Committee - Committee chairs are being asked to review the membership of their committees to see if there are changes to be made. Linda Huber will contact each chair and ask for a response by July 1, 2017.

Bank foreclosure of #12 - Fidelity Bank in Ohio is in the process of foreclosing on Unit #12, securing the title and putting the unit up for sale. They have asked if the Association might be interested in the purchase. Jim Boltz made a **motion** that the Board not even consider purchasing Unit #12. Richard Collins seconded. ***The motion passed unanimously.***

FOR THE GOOD AND WELFARE OF THE COMMUNITY

Fred Huber – Maintenance letters should be sent out in the fall in order to give shareholders time to do the work. **Jim Boltz moved that maintenance letters be sent out in the fall. Donnie Lane seconded. *The motion passed unanimously.***

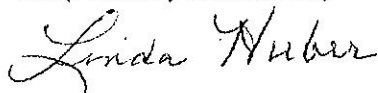
Nancy Martin – Nancy told of some problems she has experienced with the handling of checks by our management company. She felt that it was time for us to sit down and talk to them about problems we are having. **The Board will set up a meeting in the next 2 weeks with Shane first to discuss problems. We may then set up a meeting with Bill Sutton, the owner.**

Bob Martin – What is the status of #20? Vickie – They are fixing it up to put it on the market for sale. Sharon, Alberta's niece, is the guardian. **The Board asked John Brewer to see what can be done to move things along. He will contact our attorney to find out what can be done and he will keep the Board informed.**

Reminder: Turtle Season begins May 1.

Jim Boltz moved to adjourn. Donnie Lane seconded and the meeting was adjourned at 11:40 a.m.

Respectfully submitted,



Linda Huber, Secretary

Twin Shores Beach & Marina. Inc.

MAINTENANCE REPORT

APRIL 19TH 2017

- 1. Work on the doors and air conditioners will begin April 24th**
- 2. Lighting project on the palms is completed**
- 3. We are reviewing the best way to light the sign**
- 4. New hose will be purchased for the “hose station” at the office.**
- 5. We will be working on solving the lamp post issue, ie. Making the poles taller and rotating the lights to light the unit numbers.**

- 6. We are looking into the Tiki Hut again..Paul Cornuke has agreed to be on the “preliminary committee” for future plans on the Tiki Hut.**
- 7. Recommending 4 new lounge being purchased for the fall of 2017.**