

TWIN SHORES BEACH MARINA, INC.

BOARD OF DIRECTORS' MEETING

JANUARY 17, 2018

PUBLIC EXPRESSION:

MOMENT OF SILENCE: Fred Huber, Maryann Tew, Shirley Peterson and Gerry Furniss

CALL TO ORDER:

The meeting was called to order by John Brewer at 9:08 a.m.

ROLL CALL:

A quorum was established by Linda Huber, Secretary with John Brewer, Jim Boltz, Barbara Ann Manning, Don Lane, Nancy Cornuke and Kenneth Crosthwait present in person. Linda Huber was present via telephone. Also present was Shane Raniere representing Progressive Community Management (PCM).

CONFIRMATION OF PROPER MEETING NOTICE:

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

READING OF MINUTES: Linda Huber, Secretary

Don Lane made a motion to waive the reading of the minutes of the November 15, 2017 Board meeting. Nancy Cornuke seconded and *the motion passed unanimously.*

TREASURERS' REPORT: Barbara Ann Manning See Attached

DRAINAGE PROJECT REPORT #10 – Mike Smith

Mike stated that he felt it was a good project at a good price. They found a broken sewer drain at #96. The last invoice is in, but he will continue to check periodically. If there are any questions, do not hesitate to call. The system is not designed to keep water off the road. It is designed to allow the water to drain away and not pond. High tide will make it drain slower.

John Balerna thanked the entire Infrastructure Committee for their help on this project.

CORRESPONDENCE: Linda Huber None

MAINTENANCE REPORT: James Boltz See Attached

Household items are picked up the 1st. week of the month. The Landscaper's trailer will be

parked on site that week. Please keep things at home weeks 2-4. The Landscaper will charge us depending on the amount picked up each month.

PCM Report Shane Raniere

Shane reported that the Finance Committee has begun to work on the budget and insurance policies.

COMMITTEE REPORTS:

FINANCE: Victoria VanMeier

We met briefly on Jan. 16th. with some questions for Shane. We will meet again on Tuesday January 23rd. at PCM where it should be more productive with easy access to the bookkeepers and a big screen.

RENTAL – Nancy Cornuke for Penny Koerner

The finite number of loans for the immediate family will be discussed at the meeting next week.

FINING - No Report

Parking - No Report

INSURANCE: Bill Tow

Bill is working with PCM on building values, coverages and other items related to our insurance policies.

SOCIAL - No Report

INFRASTRUCTURE: John Balerna

The screens for the sump pits (storm water drainage) are in the process of being purchased. The back flush valve in the (fresh water) Main was replaced for just over \$611.

Dock Master: Victoria VanMeier

Nothing new to add. I will be meeting with someone next week on a kayak proposal. New rental agreements will be out by March 1st. for the new fiscal year starting April 1, 2018. Marina is filling up and I have one so far on the waiting list. Ron Horn has volunteered to fix a broken handrail.

BEAUTIFICATION – Nancy Martin

The flowers for the office area are being planted this week by Al, Dottye and Frank. The rest of the flowers will be purchased and planted as the weather warms up.

STORAGE – Nancy Martin

All units are rented. Four people are currently waiting for a unit. If you would like to be on the list, notify me.

POOL – John Brewer See Attached

The Board intends to set up a pool contingency fund wherein the Pool Committee will strive to get \$50,000 in donations and use \$60,000 of Association monies to fund the project. This was a motion by Barbara Ann Manning. Don Lane seconded it and it passed unanimously.

A motion was made by Nancy Cornuke, seconded by Barbara Ann Manning to approve the expenditure of \$100 to continue moving this exploratory process forward and the possible expenditure of \$500 for a survey should it be necessary for this phase. *The motion passed unanimously.*

OLD BUSINESS:

1.Loans of Units – Vote on Language Change: The Board discussed putting a finite number for the number of loans to immediate family members. Don Lane moved that no more than 6 loans to immediate family members be allowed. These loans would not count toward the limit of 3 loans per year. Barbara Ann Manning seconded and *the motion passed unanimously.* The Rental Committee will meet and discuss the matter and bring a recommendation to the Board at the February Board meeting.

2.Purposes of Committees - The Board has reviewed the membership list of each committee. Individual committees are asked to provide a report to the Board with what they believe their purpose is. Don Lane with the help of John Brewer will be the Board Representative to meet with the Committees to provide this information to the Board.

3.. Purchase of AED: Don Lane reported that he is still working on it. After some discussion regarding finding someone to train the shareholders and the questions of liability, Don moved to drop the idea for the time being. Jim Boltz seconded and *the motion passed unanimously.*

4. Update on #12 – Foreclosure: Mandy Brewer reported that the bank has found most if not all the heirs but there is still other legal work to be done. They are about 2 months away from being done. The bank is paying all expenses due the park

5. Update on #20 – John Brewer reported that the unit has been purchased by Eduardo Garcia & Maria Garcia and will close on Jan. 18th. All expenses due Twin Shores have been reconciled including a back charge of 5 years to cover the cost of the hot water that was being

provided. The reimbursement amounts to about \$13,000 for legal fees, inspection, etc. Barbara Ann Manning moved to allocate the proceeds to the pool project contingent on the

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owners approving the building of a community pool. It was seconded by Don Lane and *it passed unanimously*.

6. Keys – Copies for Units, Mailboxes & Outbuildings: The Board discussed how best to obtain these needed keys. Mandy Brewer has started a list of what keys the Association has for each unit. All shareholders need to get their keys that we have on file in the Office, check them, and supply a new key for any that no longer work.

7. Replacement of small dining tables: It was determined that we need 5 more pedestals for the small tables and 1 large table. The Social Committee will pay for the replacements. A motion was made by Don Lane to purchase 5 new pedestals at a cost of just under \$40/table plus shipping to replace the existing 42" table pedestals and to purchase 1 large table. It was seconded by Jim Boltz and *it passed unanimously*.

8. Maintenance Building – Upgrade/Repair: Home Depot is working on an estimate for the vinyl siding and other repairs. We should have this information for the next Board meeting.

9. Replace Villa Palm Tree: We have a bid of \$890 to purchase a new tree. We also have a bid from JV Family Landscape to purchase, install and remove the stump for \$390. A motion was made by Jim Boltz to approve the quote from JV Family Landscape. It was seconded by Don Lane and *it passed unanimously*.

10. Drainage Project Report: Report was given at the beginning of the meeting.

11. 2 Year Rental Moratorium – There was discussion on the reason for this change. Don Lane said that the purpose was to attract people to buy to live here and not rent out their unit. This rule change would need to be voted on at the Annual Meeting. A motion was made by Barbara Ann Manning to bring this to the shareholders at the Annual Meeting with it becoming effective on the date it passes. It was seconded by Don Lane and *it passed unanimously*. Linda Huber suggested that we hold a Town Hall Meeting for the shareholders to discuss this prior to the Annual Meeting.

12. Investigate Concept- House Swap: There was discussion on how this would impact our current rules regarding loaning a unit. The current rule allows for a loan of 2 weeks. A change to a month long loan would require an owner vote. The Board discussed whether this house swap concept would meet the family or friends criteria of the current rule. The Board decided not to pursue this matter at this time.

13. Year End Review of PCM – This will be scheduled prior to the Feb. Board meeting.

14. Review of Toilet/Sewer Maintenance – We want to inform guests and visitors as to what should and should not be flushed. Nancy Cornuke reported that 200 stickers for the inside of

the toilet seat would cost about \$232. Nancy Cornuke made a motion to purchase the stickers. It was seconded by Jim Boltz and *it passed unanimously.*

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15 Kayak Float, Storage, Slip - Tabled to Feb.

NEW BUSINESS

1. Board Approval – rental & sales; work to be done by shareholder (See Attached)

Linda Huber stated that currently there is a problem with our age requirement for rentals. As stated now, 1 tenant must be 55 or over and the other no less than 45. However we do not state that the 55+ tenant must be present for all or the majority of the time and that allows the 45 and over to live there alone. She will draft a revision to the rental age rule to correct this and present it at the Feb. meeting.

2. Social Committee Status - The Board discussed the purpose of the Social Committee and whether it was independent or under the direction of the Board. It was decided that it was an independent committee with its own Officers and control over its funds, but encouraged them to submit a monthly report to pass information to the shareholders. Don Lane made a motion to allow the promotion of upcoming events for a period of two weeks with the use of an easel. It was seconded by Ken Crosthwait and *it passed unanimously.*

3. Ceiling Lights in Clubhouse – Temporary lighting was installed on the ceiling for the New Year's Party and some shareholders felt the lights were an asset and should remain. If the Board approves, Don Lane will reattach them and make them more uniform. Don made a motion to keep the string lights on the clubhouse ceiling. Barbara Ann Manning seconded and *the motion passed unanimously.*

4. Fence Along South Property Line – Seawall to #92 We are getting estimates for a 6 ' white vinyl fence. The cost will be split between Twin Shores and Gulf Shores. We will need an agreement as to the property line between the two parks.

Fence behind #5 - #7 – The fence is rotting out. We will confer with Beach Harbor on the replacement.

5. Use of Dumpsters – There was discussion as how to dispose of fish parts if we are not allowed to throw them into the bay or put in the Dumpsters. Don Lane made a motion to have the Dock Master purchase a fish grinder and pipe for the fish station. Barbara Ann Manning seconded and *the motion passed unanimously.*

6. New Standing Committees – Maintenance Bldg. & Beach – Tabled to Feb. meeting.

7. Research Assignment of Outbuildings – The Board asked Gary Bruce and Jack Restuccia to research the ownership of each outbuilding and report their findings to the Board so that the outbuildings can be labeled and numbered.

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8. Landscape Contract Review – The contract is up for renewal in March. Ken Crosthwait is working on a survey for shareholders to give input to use as part of the review of the contract. There is a need for clarification of language in the contract.

9. 20th. Anniversary Party – The Board discussed some of the thoughts and plans for the party. The Social Committee and other interested shareholders will form a committee to plan the event. Don Lane moved to allocate the expenditure of up to \$1,200 for the party. Barbara Ann Manning seconded and *the motion passed unanimously.*

FOR THE GOOD AND WELFARE

The 1st notice of the Annual Meeting has been sent to shareholders. Remember the deadline to submit your name as Board candidate is Feb. 12.

Mandy Brewer – Businesses are leaving flyers, advertising, etc. in the clubhouse. Can we restrict what is allowed? Shane will handle this.

Karen Kroll – When will we be getting our letters stating what work needs to be done on our units?

Cathy Enneper – Can we get a mirror at the park entrance/exit to help us see the cars coming from the south? Jim Boltz will look into this.

ADJOURNMENT

The meeting was adjourned at 12:20 p.m.

Respectfully submitted,

Linda Huber, Secretary

Twin Shores Beach & Marina, Inc.