

**TWIN SHORES BEACH & MARINA, INC.
BOARD OF DIRECTORS WORKSHOP MEETING**

Time: 9:00 AM

Date: February 18, 2022

Location: Twin Shores Clubhouse

MINUTES

Call to Order: The meeting was called to order at 9:03 AM by Sue Griswold, President.

Determination of Quorum: A quorum was established with the following members: Sue Griswold, Tommy Rheinlander, Susan Roeder, Cathy Enneper, Chris Richard, Done Lane, and John Balerna.

Proof of Notice: Proof of Notice was provided per Florida Statutes 719 and the Cooperative documents.

Approval of Minutes: A motion made by Cathy Enneper, 2nd by Susan Roeder to approve the January 17 and February 11, 2022, minutes as presented. **Motion carried unanimously.**

Treasurer's Report: NA. PCM has not provided the most recent financials at this time.

Correspondence: None

Maintenance / Infrastructure Report: Pending an estimate for the clubhouse lift station.

Capstone Management: NA.

Committee Reports:

- **Finance:** Vikie VanMeier stated that the finance committee has provided a draft budget to the Board of Directors. The committee recommends removing hot water/gas and parking from the actual budget to have these charges billed to the owner separately. The Reserve contribution is recommended to be increased for the upcoming budget and fiscal year.
- **Rental, Sales, & Work:** Linda Huber reported that there is 1 annual renter, 1 sale, and 2 pending.
- **Parking:** Look at resolving the parking issues and who will be the parking liaison.
- **Beautification:** The clubhouse parking area landscaping should begin the week of February 21.
- **Insurance:** Sue Griswold updated the Board of Directors that the supplemental claim on the villas was denied by the insurance carrier. The Board of Directors agreed to contact a public adjuster to assist in getting insurance funds to complete the repairs.
- **Social:** A report on all upcoming social events was given. Be sure to check the communication corner for upcoming social events.
- **Pool:** Pull-up diapers should not be worn in the pool. The temperature gauge and skimmer were not working and need to be repaired.
- **Dock Master:** The repair work on the dock is scheduled to begin in four weeks.
- **Fine:** None
- **Storage:** Nancy Richard updated the Board of Directors that two (2) members are on the waiting list for storage space.

Old Business:

- **Update #51:** Tommy Rheinlander is working with a Construction vendor that may be able to work on the project. All engineers that have looked at the project refuse to draft a scope of work due to the current issues.
- **Rainwater Drainage:** Susan Roeder reported that a meeting was held with a new contractor on February 11th. Pending.
- **Permits:** LBK now requires a permit for all pavers, patios, and fences. No sheds are permitted.

New Business:

- **Line of Credit:** A motion made by Donnie Lane, 2nd by Chris Richard to keep the line of credit open. **Motion carried unanimously.**
- **Sales/Rental Applications:** A motion made by Donnie Lane, 2nd by Tommy Rheinlander to approve Linda Huber and Cathy Enneper to review and approve all sales/rentals and work to be done by owners. They will bring the approvals/denials to the Board each month to ratify the approval at the monthly meeting. **Motion carried unanimously.**
- **Additional Meetings:** A motion made by Susan Roeder, 2nd by Tommy Rheinlander to approve having a meeting each month. **Motion carried with a 6-1 vote. Donnie Lane was opposed.**
- **New Attorney:** A motion made by Susan Roeder, 2nd by Donnie Lane to approve changing attorneys to The Law Offices of Wells/Olah/Cochran effective April 1, 2022. **Motion carried unanimously.**
- **Approval of Committees:** Pending
- **Plumbing/Bathhouse Assessment:** To finalize the billing for the repaired plumbing between the six (6) units, the Board of Directors reviewed the final billing from 2021. Based on the repairs, the Board agreed to approve an assessment from the six owners totaling \$1,000 per bathhouse for their share. John Balerna reported that a meeting was held to discuss how to handle the billing between 2020-2021. John Brewer reported that a meeting was not held during that time. A motion made by Cathy Enneper, 2nd by Tommy Rheinlander to approve the above-stated motion. **Motion carried unanimously.**
- **Budget Meeting:** Due to the recent change in Florida Statutes 719, the Board of Directors is required to approve the fiscal year budget at least 14 days in advance of the start of the fiscal year. Therefore, the budget approval meeting has been scheduled for March 4, 2022, at 9AM.
- **Turtle Lighting:** A motion made by Susan Roeder, 2nd by Tommy Rheinlander to approve spending \$3,000 to update the lighting to turtle-friendly lights. **Motion carried unanimously.**

Adjournment: With no further business to discuss, the meeting was adjourned at 10:36 AM.

Respectfully Submitted

Dylan Clements, CMCA® | LCAM
Capstone Association Management