

## **Cottages at Waterside Village Owners Association, Inc.**

### **Board of Directors Meeting Minutes**

Wednesday, June 23, 2021

- A. Call to Order:** President Cindy Ursu called the meeting to order at 2:42 p.m.
- B. Quorum Check and Proof of Notice:** The following Board members were in attendance via teleconference: Cindy Ursu, Juanita Strickland, and Beverly Kroiss. The following owners were in attendance via teleconference: Keith Milner, Jeri Clark and Mike Dellinger. Adrian Welle and from 4our SeaSuns attended the meeting, and Adrian Welle recorded the minutes.
- C. Approval of Agenda:** On a motion by Beverly Kroiss and a second by Juanita Strickland, the Board unanimously approved the agenda.
- D. Approval of any Unapproved Minutes:** On a motion by Cindy Ursu and a second by Juanita Strikland to the Board unanimously approved the minutes of the May 13, 2021 Board Meeting.
- E. Financial Report:** Adrian Welle presented the following financial report as of May 31, 2021 there was \$65,192.84 in operating and \$16,872.67 in reserves. In addition, there is \$68,856.79 in the special assessment. All owners are current. Adrian will work on merging the assessment budget with the actual for the next meeting.
- F. Old Business**
- 1. Landscaping Renovation:** Cindy Ursu provided an update regarding the completion of the Green Earth project. Discussion of the missed areas of pine straw and a review of a quote a quote for \$1,150.00 from Coastview Landscaping to provide straw and trimming. Adrian will reach out to Coastview and request they include weed spraying in their proposal and he will send it out to the board. Adrian will also reach out to Coastview for a list of draught resistant plants.
  - 2. Lighting Renovation** Cindy provided an update on the Duke Lighting contract and that we are about 60-75 days out for the lights. Adrian indicated that he sent an email to Duke regarding the schedule and is waiting for a response. Adrian will be meeting with an electrician to get a quote to remove the old lights in the coming days.
  - 3. Exterior Status of Hurricane Damaged Homes:** Updates on damaged units:

Cindy asked Adrian to check out the units before each board meeting and report back to the board on status changes.

**3204-Seasters LLC:** Adrian is going to check if the window is replaced and house number is on.

**3208- Grauch:** Mr. Grauch is working on getting quotes to do his repairs. Adrian agreed to contact Mr. Grauch for more specific information regarding his schedule.

**3210- Hampton:** Adrian will verify the roofing is done and if a house number has been put in.

**3216- Clark:** They are working on quotes to complete the paint and garage door.

**3222- Ursu:** Completed- Adrian will check door and remove this unit from the list

**3224- Tanner:** Adrian will verify if house numbers are complete.

**3226- R S Fowler Properties:** Repairs are actively in process. Roofing is in progress.

**3234- Ursu:** Waiting on Garage door company to return quote and schedule repair on garage door.

- 4. Mailbox Purchase:** Adrian updated the board that the mailboxes are installed waiting for keys from the post office. Adrian has spoken with the St Joe Postmaster x3 about lock installs and they still have not been completed. Adrian will try again to get the locks complete to put the mailbox in service and remove the old one.
- 5. Monthly Lawn Maintenance:** The board has hired CoastView Landscaping for monthly maintenance of all landscaping and this service has begun last week.
- 6. Boardwalk Repair:** Adrian updated the board that Shane with S & A Handyman Services will start the first section of boardwalk to be replaced beginning of next week.

#### **G. New Business**

There was discussion on communications with Burg regarding prior agreement by CWSV to pay a lump sum contribution to the Condos for pool capital improvements without further obligation. CWSV recently received invoices for capital improvement work on the pool and informed Burg's property manager of the prior agreement and that the amounts billed to CWSV were not owed to the Condos in accordance with the agreement.

Jaunita asked if the Condos have followed up with CWSV regarding their desire to obtain CWSV light pole(s) upon removal. Keith mentioned that upon the Condo's receiving their certificate of occupancy there was mention that the Condos may be considering addressing their gate. Cindy agreed to follow up with the Condos on CWSV offering their removed light poles and the status/schedule of their gate installation.

#### **H. Owner Comments:**

Keith Milner mentioned that he had seen mention of the gate by the condos. Cindy will reach out and see if they are any closer to a gate purchase. Keith Milner also thanked the board for all of their hard work.

- I. Schedule Next Meeting:** The next scheduled meeting will be Wednesday, July 21, 2021 at 4:00 p.m. Central Time.

- J. Adjournment:** With no further business to discuss, the meeting was adjourned at 4:59 p.m. (3:59 pm CST) on a motion by Cindy Ursu and a second by Beverly Kroiss.