

Cottages at Waterside Village Owners Association, Inc.

Board of Directors Meeting Minutes

Wednesday, July 21, 2021

- A. Call to Order:** President Cindy Ursu called the meeting to order at 4:11 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, Amanda Green and Ted Grauch and Jeri Clark. 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 Cindy Ursu, the Board unanimously approved the agenda with the addition of discussion regarding the gate.
- D. Approval of any Unapproved Minutes:** On a motion by Cindy Ursu and a second by Beverly Kroiss to the Board unanimously approved the minutes as revised by Beverly Kroiss of the June 23, 2021 Board Meeting.
- E. Financial Report:** Adrian Welle presented the following financial report as of June 30, 2021 there was \$70,592.84 in operating and \$16,872.67 in reserves. In addition, there is \$69,831.76 in the special assessment. All owners are current.
- F. Old Business**
- 1. Landscaping Renovation:** Adrian Welle provided an update on the landscaping renovation project. Coastview has completed the placement of pine straw between the units as well as sprayed for weeds again. The weeds appear to be dying and its starting to look a lot better. Homeowner Amanda Green spoke to the board about the concerns of washouts throughout the rear of the Cottages explaining that grading is needed via the ditch to the drain boxes and lacking the vegetation that was in the area prior to Hurricane Michael water is flowing faster. Discussion of the board ensued regarding the jetting of the drainage lines to make sure the area is properly draining. The board has requested Adrian to find a company to get a site plan for grading storm water concerns as well as a commercial plumbing/jetting company to jet the drain lines. Adrian will check and confirm that all of the pine strawing is complete.
 - 2. Lighting Renovation** Duke has installed the lights and Coast Electric will be removing the old lights hopefully by the end of the week. Adrian is going to look at the street lights in the dark and see how the lighting coverage looks. Adrian will also call Duke Energy regarding a transformer box between 3218 and 3220 and secure the cap.
 - 3. Exterior Status of Hurricane Damaged Homes:** Updates on damaged units:

3204-Seasters LLC: Update as of July 21, 2021 House numbers are ordered and they are still waiting on the window from Panama City Glass, she will be following up with Panama City Glass tomorrow.

3208- Grauch: Update 7-21-21 Mr. Grauch has hired a contractor for all of the exterior work, he is narrowing down on color and the roof repair ~~compare~~ has been completed. His goal is an exterior finish by the second week of August.

3216- Clark: Update 6-23-21 Jeri Clark updated the board on the conference call that all siding and trim repair had been completed and they are struggling to find a painter. Also window order is delayed.

3224- Tanner: Update 7-21-21 Mr. Tanner stated he has been unable to come down to get his numbers up but will get his handy man on it ASAP.

3226- R S Fowler Properties: Update 6-23-21 Roofers are currently putting on the roof and other construction is being started. Colors have been submitted and approved. Ms. Fowler also reported that she was concerned that it appeared someone was staying in her unit and asked the neighbors to keep an eye of anything suspicious.

3234- Ursu: Update 7-19-21 Dave's Garage Doors vendor for Cambek doors has ordered parts and install should be completed in 4-5 weeks.

4. **Mailbox Purchase:** The new mailbox is operational and the old mailbox will be removed as soon as the handy man is back healthy.
5. **Sectional Boardwalk Replacement:** S & A Handyman Services has been working to complete the first section of boardwalk, they are waiting on paint and will be complete by 7/26/21. Consideration to continuing boardwalk work will be discussed after completion of the first section.

G. New Business

1. **HOA Board Meeting Schedule:** Discussion of going to bimonthly meetings ensued. At this time we will continue to meet monthly.
2. **Gate Discussion:** Bev spoke to the board regarding the gate and asked where the condos were on a gate purchase. Currently the condos are still holding on the gate purchase. Adrian will ask Bracewell for pictures and ideas of what would be the best option for us to move forward so that owners have enough information to discuss next steps.

H. Owner Comments:

Keith Milner spoke about the abundance of trash and Adrian will send a reminder to the owners that trash pickup is Monday and Thursday and the tenants need to put trash out accordingly.

- I. **Schedule Next Meeting:** The next scheduled meeting will be Wednesday, August 25, 2021 at 4:00 p.m. Central Time. Adrian also reminded the board that the annual meeting will be October 19, 2021 at 4pm Central.
- J. **Adjournment:** With no further business to discuss, the meeting was adjourned at 5:46 p.m. on a motion by Cindy Ursu and a second by Beverly Kroiss.