

Townhomes of Bayshore Condominium Owners Association, Inc.
Council Meeting Minutes
February 8, 2024

Called to order: 10:07 AM.

Council members present: John Dill, Jeanne Bartlett, Loretta Forsythe, John Sciole
Geoffrey Germono was absent.

Proof of Notice signed by John Sciole, secretary

Approval of October 19, 2023 minutes: No changes or corrections were brought up; Motion to approve the minutes was made by JB, 2nd by LF; No further discussion; Motion passed.

Approval of December 14, 2023 minutes: No changes or corrections were brought up; Motion to approve the minutes was made by JB, 2nd by LF; No further discussion; Motion passed.

Treasurer Geoffrey Germono joined the meeting by zoom at 10:10 AM and the President reviewed for him what was done.

Self-Management report for period October 19, 2023 thru February 8, 2024 was presented by the President (See Attachment); Motion to accept Management Report by LF, 2nd by JB; No further discussion; Motion passed.

Financial Report given by Assistant treasurer:

- Review of 2022: The Audit came through without any changes. There were no notable comments. They noted that there are CDs over the \$250,000 limit, but it shouldn't be a problem. There was a standardized note that we should look at the insurance on our buildings making sure we have the right amount of coverage, which we have done. Motion to accept the audit was made by JS, 2nd by JB; No further discussion; Motion passed.
- Financials were temporarily tabled, since the wrong reports were printed.

Changes to the Agenda, which were missed earlier, were discussed at this time.

- Discuss the Nominating Committee
- Discuss the hardship case of a unit owner

New Business:

- Annual Members meeting: It was decided that the date of meeting will be April 13th; we will also have an Organizational and Council meeting on that date. It will be held at the American Legion in the Bingo hall and will run from 11:00 AM to 2:00 PM; there will be 3 Council seats to fill; all COA members will receive a Call for Nominations memo and an application form for candidates; the Nominating Committee Chair will be John Sciole, and the members who will be on the committee will be Lynn Sharrar, Sarah Biondello, Bob Ruth, and Liz Corley. Motion to accept the Nominating Committee for 2024 by JB and 2nd by LF; No further discussion; Motion passed.
- Spring projects: there are 9 buildings left to re-roof; 6 roofs will be done this year and the last 3 will be done next year.

A motion to accept the contract for the 6 buildings this year and another for the 3 buildings next year for the same price by JB and 2nd by JS; No further discussion; Motion passed.

- The president made a motion to use the reserve study amount as the expenses in the reserve budget by JD and 2nd by JB; No further discussion; Motion passed.
- Windows and Doors: 15 doors and 30 windows need to be replaced this year. The president discussed the bids he got from suppliers and gave his recommendation. A motion to accept the recommendation and use the supplier for the doors and windows was made by JB and 2nd by JS; No further discussion; Motion passed.
- Other projects: Power washing buildings with green mold; plant new shrubs in front beds; clean gutters on 22 units in spring

Financials continued at this point:

- The Asst Treasurer reviewed the financials for year-end 2023 and January 2024. There was nothing notable to report. We are scheduled to do a review this year. Motion to accept the Financial report by JB and 2nd by LF; No further discussion; Motion passed.
A second motion to accept the engagement letter to do the 2020 review was made by JB and 2nd by JS; No further discussion; Motion passed.

New Business (cont'd):

- We received a letter from a family in the Bayshore Townhomes with a hardship issue and would like to set up a payment plan to pay monthly.
A motion to accept the hardship letter and set up a monthly payment plan was made by JB and 2nd by LF; No further discussion; Motion passed.
- New litigation presented by the V. President: We became aware of a lawsuit against John Dill and the COA council alleging defamation of character. It was reported to the appropriate parties and we were advised not to answer questions.

Open discussion of townhome owners.

Motion to adjourn meeting by JB, 2nd by LF; Motion Passed.
Meeting adjourned at 11:04 AM.

Respectively submitted
John Sciole, Secretary

Townhomes of Bayshore Condominium Owners Association
Self-Managing Report from October 19, 2023 thru February 8, 2024

By the President

Besides the Everyday Business, with e-mails, Phone Calls, Meeting with our Vendors, Insurance, Resale Certificates, and Walk thru.

This report will cover where we are in the Five-year plan. As you know, our goal was to have a maintenance plan that would address all the maintenance that hadn't been done for over 10 years. This plan covers the following projects:

- Painting of Front and Back doors Completed.
- Painting of the shutters Completed.
- Painting of all the trim on the buildings Completed.
- Phase V of the Bushes being Replaced Completed
- 2023, First year for Lawn Care Completed for Crabgrass, Liquid Fertilization and Broadleaf Control
- We are in Phase IV in Windows and Doors Replacement. Will determine when that project will start in 2024??
- We are in phase 3 of roof replacement, will determine when that project will start in 2024??

This Council has worked very hard in making sure we are doing the right thing for the community.