

Townhomes of Bayshore Condominium Owners Association, Inc.

Council Meeting October 7, 2021

Called to order: 10:05 AM

Council members present: John Dill, Jeanne Bartlett, Hank Walton, John Sciole;
Loretta Forsythe absent.

Proof of Notice signed by Loretta Forsythe, secretary

Changes to the agenda:

1. Discussion of Loretta Forsythe giving up the Director's position as Secretary due to health issues.
2. Hiring a handyman to do odd jobs to save some money for the association.

Approval of minutes for July 22, 2021 meeting: Motion to approve made by JB, 2nd by HW; No discussion; Motion passed.

Self-Management Report for period July 22, 2021 thru October 7, 2021 presented by John Dill (See Attachment); Motion to accept Management Report by HW, 2nd by JS; No discussion; Motion passed.

Financial Report given by Hank Walton and Karen Dill. Total maintenance, total insurance, and total expenses are under budget (See financial reports on the COA website).

Motion to accept Financial Report by JB, 2nd JS; No discussion; Motion passed

Committee Reports: no committee reports since there are no active committees at this time.

Unfinished Business:

1. \$50 fine for non-compliance to submit insurance certificate. All but 2 owners have submitted their certificates. Motion to send letter to the 2 non-compliant owners and fine them \$50 if no response within 10 days, by JB; 2nd HW; Discussed by council members and all agreed; Motion passed.
2. Update on the Email Consent form. 54 unit owners have submitted forms. We will send out another email to the unit owners who have not sent in their forms.
3. Insurance renewal of the master, umbrella, D&O, and Crime & Bonding policies. Motion to accept the proposal for the Crime & Bonding policy by JB; 2nd JS; No further discussion; Motion passed.
4. Financial review of Projects to year-end 2021 by Hank. Balance of \$7160 left. Motion to use the money to contract for painting doors and shutters on the Pelican side by JB; 2nd JS; No further discussion; Motion passed.
5. After reviewing the 2022 budget, a Motion to accept the 2022 budget of \$271,560 which was updated at 8 AM this morning was made by JB; 2nd by HW; No further discussion; Motion passed.
6. Motion made to set the date of the meeting to ratify the 2022 budget by members on November 10th at 7 PM by JB; 2nd HW; No further discussion; Motion passed.

7. Final update on all 2021 maintenance and repair and replacement projects. Finishing the last of the 2 and 3 window bump-outs. Four windows need to be replaced. A roof on Pelican Ct starting the first week of November. Last of the landscaping to be done late October or early November. The windows and door mention above.

New Business:

1. Motion to approve the 2022 Reserve Study as written provided it doesn't increase more than \$10 by HW; 2nd JS; No discussion; Motion passed.
2. Motion to open a money market account at Farmers Bank at Willard and moving money there from Tidemark for the purpose of using the sweep by JB; 2nd JS; No discussion; Motion passed.
3. Motion to make a resolution to establish council meeting dates for 2022 to relax the notice requirements and save money on mailings by JB; 2nd JS; No discussion; Motion passed.
4. Motion to contract a handyman, not more than \$35/hr, to work 8 hours every other week to do odd jobs by HW; 2nd JS; No discussion; Motion passed.
5. Loretta Forsythe resigned as Secretary, but will stay as director. In the interim, John Sciole will become acting secretary. A motion was made to look for a secretary to record minutes by HW; 2nd JS; No discussion; Motion passed.

Open discussion of home owners.

Next council meeting is scheduled for February 3rd at 10 AM.

Motion to adjourn meeting by JB, 2nd HW; Motion Passed.
Meeting adjourned at 11:31 AM.

Respectively submitted
John Sciole, Acting Secretary

Approved 2/3/2022

Townhomes of Bayshore Condominium Owners Association

Self-Managing Report from July 22nd thru October 7, 2021

By the President

- Continue having by-weekly conversations with Landscaper
- Received E-mails from Homeowners on Questions or Concerns
- Working with Contractor to discuss issues that we are having with the window replacements
- Bi- weekly Community Inspections done and all damages have been repaired or schedule to be repaired
- 4 Resale Certificate / Inspection is being provided for the sellers.
- Working closely with Contractors doing the caulking and painting the bump-outs
- Working with the Whayland Group on Reserve Study
- Continue to work on issues and concern with the POA that we help Our Community

Presented and reviewed by Oct 7, 2021.

Approved 2/3/2022