

Townhomes of Bayshore Condominium Owners Association, Inc
Council Meeting February 4, 2021

Called to Order 7:05 PM

All Council members present

Proof of Notice signed by Loretta Forsythe, Secretary

Changes to the Agenda: Motion to add item to New Business on the agenda to discuss the opening of an account with Farmers Bank of Willards made by HW and 2nd by JB. None opposed. Motion carried

Approval of minutes for October 8, 2020 meetings:

Motion to approve minutes for the Special Meeting Election of Director to replace Jane Hofherr made by JB and 2nd by HW. None opposed. Motion carried.

Motion to approve minutes the Special Organizational Meeting made by JB and 2nd by JS. None opposed. Motion carried.

Motion to approve the minutes for the Regular Council Meeting made by HW and 2nd by JB. None opposed. Motion carried.

Self-Management Report for period October 8, 2020 to February 4, 2021 by John Dill. (See Attachment 1). Motion to accept Self-Management Report made by HW and 2nd by JB, none opposed, motion carried.

Treasurer's Report by HW: (Financial report as of January 31, 2021)--Issues in receiving timely assessment payments because of delays in postal services. Current delinquencies of P. Hoffman totaling \$1,299.20 A motion was made by JB and 2nd by LF, to advance the remaining assessment for 2021, write a final demand letter to the townhome owner, if she doesn't show willingness to work with us, or pay the arrears in 10 days, then have our attorney file for judgement with the court. None opposed, motion carried.

Motion to accept the Treasurer's Report as given made by JB and 2nd by LF, none opposed, motion carried.

Committee Reports:

Shared Responsibilities Committee: Dick Phillips, Chairman. Final report submitted to the Council by Dick. See attachment 2. Motion to accept the final report of the committee and deemed the committee has completed their assignment and retire the Shared Responsibilities Committee made by JB and 2nd by HW. No opposition, motion carried.

Unfinished Business: Replacement of doors (about 30) that are rotting and windows (about 57) with broken seals that are causing water damage. COA received 3 bids for both installation and supplies. Work will begin as soon as we receive the doors and windows. Replacement of roofs for units 32295 through 32305 on Turnstone Court: Received bids from 3 roofing companies;

Discussion on future maintenance repairs. Motion to continue with Sussex Lumber, for materials Lesko Construction, for install of doors and windows and Quality Home Improvements, for roofs and continue obtaining bids on power washing, gutter cleaning and guards, caulking, and painting back-doors and painting shutters on the Pelican side. made by JB and 2nd by HW, none opposed, motion carried.

New Business: Audit: Per Karen Dill, we had a review done this year, not an audit. Review looks good. The auditor will have it completed in 2 weeks and Karen will then post on the website, and re-do January financials to reflect the review.

Opening Account at Farmers Bank: HW proposed to the Council to transfer the Lock Box from M&T to Farmers. Savings of \$1,584 per year (the current bank charge). Farmers will not charge us. Interest on any balance, currently at .75%. Signors on the account will be HW, JB, and JD. Motion to transition lock-box account from M&T to Farmers Bank made by HW and 2nd by JB, none opposed, motion carried.

Nomination Committee/Chairman: 3 Directors are up for re-election: LF, HW and JB. The annual meeting will be scheduled for either May or June. Motion for John Sciole to be Chairman of the Nomination Committee made by HW and 2nd by JB, none opposed, motion carried.

Water Damage at 32323 Turnstone Court: Jeanne informed the Council that repairs are completed and upon homeowners sign of release form, the Association will pay him the remaining balance. Total amount of damage repaired was \$24,196.29 less \$5,000 deductible under the Master Insurance Policy or net proceeds \$19, 196.29. \$14,000 was paid out already, leaving a balance of \$5,196.29.

Karen Dill brought up the topic of the Council Members holding dual positions as Council members and officers, which we may want to consider revising. To be added to New Business at next meeting.

Remaining new business was discussed earlier in the meeting.

Open Discussion to Association Members

Motion to adjourn meeting made by JB and 2nd by HW, motion carried. Meeting adjourned at 9:09 PM.

Respectfully Submitted
Loretta Forsythe, Secretary

ATTACHMENT 1

Townhomes of Bayshore Condominium Owners Association Self-Managing Report from Oct 8th, 2020 thru Feb 4th, 2021 By the President

- Continue having by-weekly conversations with Landscaper
- Received E-mails from Home Owners on Questions or Concerns (either responded to or pended)
- Continuing to work issues in getting replacement for doors and windows
- Bi- weekly Community Inspections done and all damages have been repaired or schedule to be repaired
- 2 Resale Certificates / Inspection is being provided for the sellers.
- Working closely with POA ARC Chairwoman/Liaison on issues pertaining the guidelines. Met with Donna Buck and Lou Muller on Jan.13 and 21st with positive results
- Working closely with Contractors on Bids for New Roofs. Contractors replaced one roof and will work on others as weather permits—see below
- Work closely with the Welcome Committee on welcoming new owners and tenants.
- Working with Sharon Goodman on the Quarterly Newsletter.
- Attended Common Interest Community Advisory Council Meeting on January 27th
The next meeting will be held on March 25, 2021 and is open to all homeowners.
- Schedule a meeting with POA President/Representative on February 6th.
- Ombudsman Office released the 2019-2020 Annual Report which JB asked HW to review and share with the Council members, and if Council members agree, then to the homeowners.

Presented and reviewed by February 4, 2021.

ATTACHMENT 2

Shared Responsibilities Committee Report

From: rgpinde@verizon.net <rgpinde@verizon.net>

Sent: Thursday, February 4, 2021 1:57 PM

To: jdillretired@aol.com

Subject: Shared Responsibility Committee Report

John

The following is the Report from the COA Shared Responsibility Committee.

Copies have been provided to the Committee members but not to your COA Council members.

For your reference the Committee members were: Marcia Aaronson; Karen Dill, Bob Ruth; Mike Bragdon; Jeanne Bartlett (COA Council liaison) and myself.

MEMO

To: COA Council

From: Dick Phillips, Chair COA Shared Responsibility Committee

Date: February 2, 2021

Subject: Final Committee Report

As reported in my November 17, 2020 memo the last meeting that our Committee had with the POA's committee was held on November 9th at which time the POA advised us that they did not wish to discuss the projected operating and reserve expense information which we presented that day and that they would review it latter. To date the POA has not contacted us .

Also discussed at the November 9th meeting was the COA Committee's list of the areas that the COA would continue to be responsible for maintaining, while the POA would be responsible for the remainder of the Common Area in the townhouse section of Bayshore.

Our List consisted of the following

Front yard grass and flower beds;

Side--walks and driveways;

Sewer and water lines from the units to the easement;

Front yard sprinkler heads and lines to the easement or main whichever comes first.

Rear patios (unit owner responsibility);

Rear fences between units;

Grass between patios and fence;

Mailboxes and concrete slabs thereunder;

Building components as required in the COA documents.

Our Committee has not been contacted by the POA since our November 9th meeting and we assume that they no longer wish to meet.

We respectively request that the assignment of our Committee be deemed completed.