

Townhomes of Bayshore Condominium Owners Association, Inc.

Council Meeting February 3, 2022

Called to order: 10:06 AM

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

Proof of Notice signed by John Sciole, Acting secretary

Changes to the agenda:

- Issues of snow removal & the new contract.
- Issues about new roofs for some buildings.
- Discuss water damage claim.
- Discuss annual business meeting.

Motion made to accept the changes to the agenda by JB, 2nd by LF; No discussion; Motion passed.

Approval of minutes for October 7, 2021 meeting: Motion to approve made by LF, 2nd by JB; No discussion; Motion passed.

Self-Management Report for period November 10, 2021 thru February 3, 2022 presented by John Dill (See Attachment); Motion to accept Management Report by JB, 2nd by JS; No discussion; Motion passed.

Financial Report given by Karen Dill. They are Pre-audit January statements. Once the audit is finalized a complete set of financials can be put on the website. (See financial reports on the COA website). Motion to accept Financial Report by JB, 2nd LF; No discussion; Motion passed

Unfinished Business:

1. Replacement of bushes: about 38 bushes were planted. The contractor planted them for free. We will re-access again in the 3rd quarter.
2. All bump-out windows were completed by our contractor.
3. Painting of the blue shutters on the Pelican, Heron & Teal side. All blue is done. Will finish the rest of the shutters in 2022.
4. One roof replacement is in progress. Has not been completed due to the weather. We have 3 more units to due when the weather permits.
5. Windows and doors are completed except for one door on back-order and one window was broken. Also 2 large windows were the wrong size and had to be re-ordered.

New Business:

1. 2021 Audit: Auditor needs to make a few changes. We came in with a loss of \$44.56 which the council needs to approve. We need to write-off the Garbach accounts receivable for \$5965. Motion to write off the Garbach accounts receivable made by JB, 2nd by LF; JD added that we would continue to work the account and LF asked what would happen if we got any money later. KD said it would be like a gift. No further discussion; Motion passed.

Motion to accept the audit made by JB; 2nd JS; No discussion; Motion passed.

2. Phase 2 of the doors and windows: We have ordered the doors & windows, but there is a back order. Owners will be notified when they come in if they could store them until they are installed
3. We have in the budget to do one more roof, but it may be necessary to do two. The council needs to look at the situation. Do we want to take the money out of the reserve to do them.
Motion to fix the roofs on 2 buildings this year made by JB; 2nd LF; No further discussion; Motion passed.
4. We have a contractor that we have hired to do 2 8-hour shifts a month to do routine maintenance and we need to prioritize what needs to be done. We need to finish the caulking and painting of the front windows that are not bump-outs. We also need to caulk and paint the garage trims, paint the mailboxes, and look at the back windows.
Motion to set the priorities for finishing the front windows, the garages, the mailboxes, then look at the back windows made by JS; 2nd LF; No further discussion; Motion passed.
5. Painting of the remaining shutters and the trims will be done by the painter who did the previous ones.

Annual meeting is tentatively scheduled for April 30, 2022 at the American Legion pavilion between 11:00 AM and 1:00 PM.

Motion to have the annual meeting on April 30 at the American Legion pavilion between 11:00 AM and 1:00 PM made by LF, 2nd JB. No further discussion; Motion passed.

There is a water damage claim which is being looked at to determine if it is covered and by whom.

Rain gutter extensions: The association is only responsible for the gutter spouts that come down from the gutters. The owners are responsible for installing the extensions to direct the water away from the building. Motion to notify those people in writing who should install gutter extensions on their front gutters and the reasons why, made by JB, 2nd LF. Discussed whether we should recommend it to everyone to install. No further discussion. Motion passed.

Issues and concerns in reference to snow removal: John has bids on 3 new contractors for lawn maintenance/snow removal. If needed he will get 3 more.

Open discussion of townhome owners.

Motion to adjourn meeting by LH, 2nd JS; Motion Passed.

Meeting adjourned at 12:05 PM.

Respectively submitted

John Sciole, Acting Secretary

Townhomes of Bayshore Condominium Owners Association
Self-Managing Report from November 11, 2021, thru February 3, 2022

By the President

- Website still being update by webmaster
- Received 6Text/e-mails from the Answering service
- Received 28 E-mails from Homeowners on Questions or Concerns
- 3 roof repairs, 2 shutters, 1 rain gutter
- 4 Bi- weekly Community Inspections done and all damages have been repaired or schedule to be repaired
- 0 Resale Certificate provide for the sellers.
- Continue to meet with Customized Lawn Care on issues and concerns on landscaping and mowing.
- Order Phase II windows and doors replacement for 2022
- Went over Contract for Snow Removal with Cypress Tree care in December and have talked issues and concerns in recent snowstorms

Presented and reviewed February 3, 2022

Approved 4/30/22