

**Townhomes of Bayshore Condominium Owners Association Inc.**

**Annual Member's Meeting and Election of Directors**

**Minutes June 4, 2021**

Before the start of the meeting, J. Dill, President, appointed Dick O'Brien as Sargent of Arms. The appointment of Sargent of Arms is to keep order during the meeting so as to keep to the meeting agenda.

Dick O'Brien, Sgt of Arms, read the Rules of conduct for the Annual Member's Meeting. Call to Order at 9:20AM.

Confirmation of Quorum by Secretary: Total # of members present plus Proxies: 92. We have a Quorum.

Proof of Notice of the meeting read by the President and signed by Secretary

No changes made to the agenda.

Motion made and 2<sup>nd</sup> to accept the June 25, 2020 and the November 19, 2020 meeting minutes Both Minutes were approved with 1 opposed member vote.

President's Self-Management Report by John Dill (see attached). Motion made and 2<sup>nd</sup> to accept the Management Report.

Nomination Committee Report made by J. Sciole, Chairman. Nominating Committee: Karen Dill, Mike Bragdon and Al Holtzclaw. Motion made and 2<sup>nd</sup> to accept Nomination Committee Report and new committee members. None opposed, motion passed.

Appointment of Election of Inspectors: Chairman reviewed procedures for appointment of Inspectors of Election and Volunteers for Voting Inspectors: M. Bragdon, D. O'Brien, and K. Aaranson were sworn in as IOE.

Call for Nomination from the floor: No nominations

Motions made and 2<sup>nd</sup> to close nominations. None opposed, motion passed.

Election to Fill 3 Director positions. Candidates Hank Walton, Jeanne Bartlett and Loretta Forsythe (all held Director positions on the Council). No opposing candidates ran. Each Candidate spoke highlighting their qualifications and goals to continue as Directors of the COA Council. Motion made and 2<sup>nd</sup> to accept the 3 candidates. None opposed, Motion passed.

Election Process began: Ballots were completed. Election of Inspectors collected ballots, and tallied votes. Each Inspector submitted a signed Tally Sheet showing, 85 votes in favor for each candidate, and 7 against.

Treasurer's Report made by H. Walton, Treasurer. Motion made and 2<sup>nd</sup> to accept the Treasurer's Report. After discussion, motion was approved. (See BayshoreCOA.org website for complete report).

Motion made and 2<sup>nd</sup> that the COA Council will recommend to the POA Board, that it support the COA to deny use of the POA amenities to any townhome owner that is 30 days in arrears of payment of their COA assessment, provided no payment plan is in place. After discussion, 8 members opposed, motion was approved.

New Business: K. Dill and J. Bartlett made presentation with visual showing a historical record (2015 to 2021) of repair and replacement work for roofs, windows, doors and shutters and termite treatments performed on the townhome units. The Council will maintain this record-keeping process, going forward.

Email Consent Notices—reported by K. Dill. The COA Council had passed a Resolution to allow for Email Consent Notices. Consent notices will be sent to townhome owners, requesting that they sign it, in order to receive COA documents via email. This would be a cost saving to the COA community.

Collection of Unit Owners Evidence of Insurance—L. Forsythe informed the members present that each Unit Owner is required by our governing documents to provide evidence of insurance to the COA Council. Information relative to this requirement will be sent to all townhome owners informing them of this requirement within the next month.

Motion made and 2<sup>nd</sup> for the COA Council to consider adding individuals to assume Officer positions in the Council. These individuals will not have voting rights on the Council, and will be appointed by the Directors of the Council. After discussion, motion passed.

Open discussion to the members

Motion made and 2<sup>nd</sup> to adjourn the meeting. Motion passed.

Respectfully submitted  
Loretta Forsythe  
Secretary

# Townhomes of Bayshore Condominium Owners Association

## Self-Managing Report for Annual Business Meeting for June 4th

### By the President

- We have done between 13 resale certificates and/or Condo Questionnaires
- We completed 66 doors that was not done in 2018 and 12 more doors that was paid for but not done in 2018 by the previous painted
- We have replaced shingles and roof cap due to leaks, repair soffits and facials that came loose during storms and replace siding that was damage by storms.
- 2020 Audit was done in January and posted on website
- Seal coated the driveways and have a contact to pave 25 damage driveways and Guest parking that wasn't done before in August.
- Replace 2 front doors, 3 backdoors, painting still need to be done on the doors and trims. We have approx. 5 front doors and 2 backdoors to be done and some windows. Due to COVID 19- doors and window had be backorder
- We remove 49 bushes and replace with 37 boxwoods and Azaleas. We will be removing approx. 30 bushes and planting approx. 25 in the fall
- We continue to mail out 146 Mailings of Notice, Agenda, Budget and Proxy for schedule Council meetings, Membership Budget meeting and Annual Business meeting.
- Continue to do Bi- weekly Community Inspections, schedule and repairs or damages done and inspected all work that was done by contractors before paying any bills
- We Powered wash 47 units and 90 fences that had Green Mildew on units or fences
- We had 22 Townhomes gutters clean out
- We had the trees along the access road and along Beebe Medical Center sprayed for bagworms
- We had trees along the woods behind turnstone court trim so owners can be able to use their patios
- Getting bids for Lawn treatment to be done by professional Lawn care
- 32324-32334 going to be Treated for Termites by Pest Control Company
- A lot of Dryer Vent needed to be clean out due to birds, Owner has been notified
- We have our own Townhomes Newsletter and Welcome Committee

Submitted by the President on the 04 June, 2021