

ST AUGUSTINE SHORES SERVICE CORPORATION

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Minutes of the Meeting of the Board of Directors

Place: Riverview Club
790 Christina Drive
St. Augustine, FL 32086

Date: January 11, 2024

Time: 6:00pm

There were present the following:

Mary Jenson, Carol McCutcheon,
Nicolas Arocha Deb Scogin, Jill Kieffer
Being all members of the Board of Directors

Also in attendance was:

Shanna Fredrickson, General Manager

The meeting was called to order and the roll call established quorum.

Nicolas Arocha moved to approve the minutes from 12/14/23.

The motion was seconded by Deb Scogin. All voted in the affirmative.

The President's Report was given by Mary Jenson. The working meeting minutes will be approved at the next meeting. Members are encouraged to run for election for the 3 available seats in the upcoming Board of Directors Election. Mikala Kidd signed in at the last HOA meeting as homeowner and is not a homeowner. We are in the process of researching and prioritizing issues in our community.

The Treasurer's Report was presented by Nicolas Arocha. The Line of Credit account has not changed. The monthly payment is \$2900 per month. The account balances have changed very little since December.

The General Manager's Report was given by Shanna Fredrickson. Shanna continues to update the website. A new phone system will be installed so that the office has more than 2 lines available. A new fire alarm system will be installed. An update was given on some of the incidents that must be handled including a van driver jumping the curb and driving to the marsh and the removal of squatters from Shores Blvd. A new policy prohibits dogs other than service dogs in the clubhouse. Work is still in progress to collect at least \$50,000 of outstanding payments from 1100 delinquent accounts. Shanna is working with the new CPA to create a budget that makes sense and will be focusing on the budget in the weeks ahead. The Internal audit should be done by March. Rental income from November to date was approximately \$24,850. With the budget being approximately \$54,000 for the year, we are well ahead of schedule, even with the 3-month shutdown. She will be working with wedding planners to promote the faculty. The pier will be closed on January 17th for power washing. There were 53 new deed violations. Prior deed violations were reviewed with 2nd notices being sent out. The County is finalizing KB road expansion. She hopes to provide the community with more information about crimes in our community soon. Residents should report what they see to authorities.

Mary Jenson commended Shanna Fredrickson, Christine Hart, Judy Manning and Dirk Schroeder on the January newsletter.

Deb Scogin reported that she was working on the access road. Once work is completed, the access road will be evaluated for safety. The plan is to fit the gate with a coded lock box. There will be new signs for the tennis courts. The plan is to continue to work with volunteers to best resolve issues.

Nicolas Arocha and Kathy Schroeder continue to work on the acoustics issue and will have more information soon.

Carol McCutcheon motioned to prioritize getting a shed to increase storage from a "3" to a "1" for storage of chairs and tables. Nicolas Arocha seconded the motion. The motion passed with all in favor.

Mary Jenson restated that there was a \$250 reward for information leading to the successful arrest and prosecution of those involved in causing ruts in the swales and Shores property.

The chimney is still being worked on by Sheegog Roofing Co. The HOA has withheld funds until the chimney stucco is completed to our satisfaction.

Skip Abrams was able to ensure an additional \$32,000 for our insurance claim. He is making sure that all funds that are owed are paid.

Jill Kieffer presented the Activities Protocol. Carol McCutcheon moved to accept the protocol and Nicolas Arocha seconded the motion. Motion passed unanimously. Volunteers should contact Jill Kieffer to join the Activities Committee.

Carol McCutcheon moved to accept a home office application for 525 San Bruno. Nicolas Arocha seconded the motion. The motion passed unanimously.

Janice Goetz presented the ACC Report, 25 new applications have been received.

Dirk Schroeder presented the Building and Grounds Committee Report. The committee met on January 8th. They are working through the list of things that need to be done. Dirk presented a proposal for installing a section of sidewalk near Holiday Lakes for the GM and Board to review.

Mary Arocha presented the Deed Restriction Committee Report and explained what the committee is working on.

Nicolas Arocha commented that the RV Compound Committee will be meeting next week.

Jill Kieffer encouraged members to volunteer for the Activities Committee.

Carol McCutcheon moved to approve Jan Olander as co-chair of the Audit Committee. Nicolas Arocha seconded the motion. Carol McCutcheon moved to approve the Building and Grounds Committee minutes. Nicolas Arocha seconded the motion. Carol McCutcheon moved to approve the Deed Restriction Minutes. Deb Scogin seconded. All motions passed unanimously.

Judy Manning voiced her gratitude for the board and the general manager moving the community into this century. Dorri Withers stated her concerns over the line dancing and how her instructor was treated.

Shanna Frederickson responded that money was being collected for the Line dancing class and that most of the participants were not residents. Additionally, the instructor had not provided the proper paperwork including insurance coverage.

Mary Jenson explained that people who don't live in the community cannot host an event during community service hours from 12- 3pm for free.

Jackie Kelly stated her concerns about Sevilla Drive drainage issues.

John Grexa asked about audit for 6/30/23. Shanna Fredrickson explained that it should be ready by the end of March.

Dan Skawinski asked about the non-residents using the Disc Golf Course. Shanna Fredrickson replied that all community property and amenities are for the homeowners and their guests.

The meeting was adjourned at 7:25pm

Carol McCutcheon, Secretary – SASSC