

ST AUGUSTINE SHORES SERVICE CORPORATION

790 Christina Drive  
St. Augustine, FL 32086  
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[www.staugshores.org](http://www.staugshores.org)

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

The monthly meeting of the Board of Directors was held on Thursday, September 14, 2023, at 6pm.

There were present the following:

Sue Chitwood

Mary Jenson

Nicolas Arocha

Kathy Schroeder

Carol McCutcheon

Brad Smith

Deb Scogin

being all members of the Board of Directors. Also in attendance was:

Shanna Fredrickson, GM

Christine Hart, Assistant Manager

After the meeting was called to order by Sue Chitwood, the Pledge of Allegiance was recited followed by a moment of silence and the roll call. *Kathy Schroeder made a motion to approve the minutes from the following meetings: August 8, 2023, August 10, 2023, and August 15, 2023. Mary Jenson seconded the motion.*

Nicholas Arocha presented the Treasurer's Report.

John Poage of the Audit Committee spoke about our site improvements and the pool, pier, drainage, ponds, lakes, and RV compound. He explained that money is being spent out of the correct accounts: reserves, operating, etc.

Sue Chitwood gave the President's Report and touched on the following topics:

- Update given on roof completion (August 18<sup>th</sup>)
- Mold remediation inspection revealed mold in the clubhouse. After treatment and another inspection, we got the all clear
- Renovations continuing on the clubhouse.
- Brad Smith and Nicolas Arocha were recognized for all their hard work with the pool pumphouse and bathhouse renovations and the clubhouse renovations

Shanna Fredrickson gave the General Manager's report and touched on the following topics:

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- Updates were given regarding Sabal Estates-KB's new Subdivision. FPL was completing the power install, lift station work was beginning and in September, they would begin landscaping
- Road widening project still in the permitting stages
- Street light installation will begin once FPL work is complete
- Dog park in phase I will be worked on
- Phase II of Sabal Estates will begin in October
- Pool vandalism-3 different groups jumping the pool fence, partying, leaving alcohol containers around the pool. Reported to the Sheriff's department, we have extra patrol now. Four names were given and turned over to the Sheriff's Department and trespassing charges were given
- An additional 8 cameras will be installed around the area to make a total of 16 cameras to protect the clubhouse and pier
- New IT company coming in to map out our systems in the office for more efficiency. Digital backing up of our documents will also be performed.
- Took care of some of the tree removal. We still have a budget for this
- Sprinkler system is being adjusted but it is 20-30 years old. Eventually new system will be needed
- Chain link fences by the pier have been removed

Old Business:

1. Phase I renovation update:
  - a. Roof completed August 18<sup>th</sup>
  - b. Pool House- Continuing to have upgrades-splits for AC
  - c. Mold remediation update- After 17 days of mold remediation due to HVAC not working properly for years, a clear inspection report was given
  - d. HVAC update-System being updated throughout
2. Chimney-stucco and painting completing
3. Drainage update-point of contact with the county has been done
4. Project Summary-Pie chart was shown and project cost was reviewed

New Business:

1. Ballroom Floor-Terrazzo floors will be cleaned and sealed at the end of October
2. Construction timeline update-if all goes well with the renovations, everything should be completed by November 1, 2023
3. Parking lot drainage cleanup-drains were cleaned out in all of the areas of the parking lot. This work took 6-7 days. Not maintained for many years so it took longer to clean them out

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4. Residents renaming room suggestions-we asked the residents to help us come up with names for the rooms at the clubhouse. They can email us through the website with their ideas
5. Lakes and ponds-Florida water ways checking the areas in the shores. It'll take time to inspect all of the areas and get fountains working as needed
6. Line of Credit-Governor extended emergency declaration for line of credits due to hurricane Idalia. Non Profit organizations can borrow money through a line of credit. *Kathy Schroeder made a motion to approve the line of credit up to \$700,000.00 as recommended by the General Manager, Shanna Fredrickson. Carol McCutcheon seconded the motion.*

Committee Reports:

*Carol McCutcheon made a motion to appoint Janice Goetz to the ACC Committee and also appoint her as Chairperson of that committee. Brad Smith seconded the motion.*

ACC-Reviews of all applications that came in and were approved

Building and Grounds-Updates on making crossing on Deltona at Aragon Park safer and cleaner. Trees trimmed to have better site line on Deltona at the crosswalk

Communications-Updates given on the newsletter being created and uploaded on our website and adding updates on Social Media as well (Nextdoor, Facebook)

Director Comments:

Membership comments:

Conservation area management (Alanna Elliot)-she was not in attendance

Meeting was adjourned.

  
Kathy Schroeder

SASSC Secretary