

ST AUGUSTINE SHORES SERVICE CORPORATION BOARD MEETING

APRIL 14, 2016

The St. Augustine Shores Service Corporation's Board of Directors meeting was called to order by President James Priester at 7:00 P.M. Present: Director Winston Burrell Director Sue Chitwood, Director James O'Such, Treasurer Claire Lorbeer, Secretary Rachel Diamond. Absent Vice President Jerry Zinn. Quorum Established

President Priester thanked those in attendance.

The Invocation was given by General Manager Smith followed by the Pledge of Allegiance.

Approval of the Minutes – March 10, 2016

Motion:

Director Burrell made a motion to accept the minutes as presented. Seconded By Secretary Diamond. Unanimous. The motion carried.

Treasurers Report – Read by Treasurer Lorbeer accepted for audit.

General Manager Smith explained the increase in operating and reserve funds.

General Manager Smith presented three proposed payment plans on delinquent accounts.

Motion:

Director Burrell made a motion to accept the payment plan for case # 1 as presented. Seconded by Treasurer Lorbeer. Unanimous. The motion carried.

Board Discussion

Motion:

Director Burrell made a motion to accept the payment plan for case # 2 as presented. Seconded by Treasurer Lorbeer. Unanimous. The motion carried.

Motion:

Treasurer Lorbeer made a motion to accept the payment plan for case #3 as presented. Seconded by Director O'Such. Unanimous. The motion carried.

General Manager Smith presented two collection issues for authority to proceed up to and including foreclosure as case #4 and case # 5.

Motion:

Treasurer Lorbeer made a motion to proceed with collections on case # 4 and case # 5. Seconded by Secretary Diamond. Unanimous. The motion carried.

Managers' Report - Joseph H. Smith III**Old Business:****Progress on Board Goals**

Curb Appeal – General Manager Smith updated the Board on projects completed at the Boat/RV Storage Facility. Landscaping. Spaces re-marked. A letter was mailed to all lessee's to ask them to assist and police their spaces.

A new lake fountain was installed in South Holiday Lake.

All entrance signs have been painted.

Safety and Security – The Card Access System for the Riverview office, the pier, the storage compound and the pool will be engaged April 18, 2016.

Operations – The Internal Audit Committee has held two meetings with the Treasurer and the General Manager. Philip Van Tiem provided minutes.

Board Discussion

Action Status List Update

Secretary Diamond presented a revised report summarizing the projects that have been completed and those in progress.

Board Discussion

Committee Reports

ACC Committee – General Manager Smith

The ACC Committee held one meeting in the month of March. They approved 19 applications.

1 dumpster enclosure

7 fences

1 pergola

3 new homes

3 pool enclosures

1 pools/pool repair

2 screen rooms

1 shed

Total approved YTD 190

Board Discussion.

Riverview Building and Grounds Committee - Secretary Diamond updated the Board on the Activities Club.

She informed the Board that the Art Group has asked for a discounted rate on the room rental for the summer months.

Motion:

Secretary Diamond made a motion that we decline any additional discounts. Seconded by Director O'Such. Member Jeremy Duncan commented on precedence. Unanimous. The motion carried.

September 15, 2016 Robert Groleau will hold a 4 week course on Parenting/Grand parenting.

Board Discussion

There will be a Decluttering Workshop on May 20, 2016 at 1:00 p.m.

Motion:

Director Chitwood made a motion that we allow the Decluttering workshop to proceed. Seconded by Director Burrell. Board Discussion. Unanimous. The motion carried.

A Bricks4Kidz program is being considered.

Our current volunteer Yoga instructor, Nancy Willis, would like to be paid the same as our certified evening instructor at \$30 per hour. Certification is required at other venues. Nancy is not certified. Insurance is required.

Motion:

Director Burrell made a motion to pay Nancy Willis \$30 per hour. Seconded by Treasurer Lorbeer. The membership supported Nancy Willis. Board Discussion.

3 yes votes 3 no votes. The motion failed.

General Manager Smith will check with our insurance broker to see if our liability increases hiring an instructor with no certification.

Boat/RV Storage Committee

We are mapping out an aerial of the compound for office use.

We will revise the Lease Agreement to address compliance issues.

New Business

Management Review

General Manager Smith was asked to vacate the room.

The Board and the Membership present unanimously approved extending the General Managers Contract another year through June 30, 2018 after a favorable review.

Rosa Court Drainage Issue

General Manager Smith discussed a drainage issue and an issue involving the Advanced Disposal trash truck. The truck issue was addressed previously.

St Johns County Road and Bridge will address the drainage issue and will repave if we remove some shrubbery.

Member Mr. McCranie, Rosa Court, commented on the issues.

President Priester will contact an acquaintance at Advanced Disposal and set up a meeting to discuss the truck issue.

Discussion on Deed Violation Fines

President Priester informed the Board that he and General Manager Smith met with legal counsel to discuss our legal parameters on fining Deed Restriction Violators.

We will meet with the ACC to ask them to serve as Liaisons for the Board and Management in implementing a fining program where we inform the residents that in 6 months we will start fining violators after notification. We will fine \$100 per day up to \$1000 and back this up with a lien on the property.

Board Discussion

Home Office Application

Cindy Lewis 970 Escobar Ave. for the purpose of bookkeeping for her nephew's lawn service. They have read and agree to abide by County Ordinance 95-9.

Motion:

Secretary Diamond made a motion to approve the home office application. Seconded by Director Burrell. Unanimous. The motion carried.

Deed Restriction Report

The report was presented to the Board

Board Discussion

Membership Comments:

Mrs. Even, Travino Ave., requested a lake fountain in Twin Lakes.

Mr. Nichols, Alcala Drive, discussed four trailers he stores at the Boat/RV Compound. This issue was inquired about at the February meeting. He presented photos.

Mr. Nichols is willing to pay for each trailer if the policy is set.

He requested that we paint the curb on the Southeast side of the RVF parking lot yellow.

Lou Tracey commented on sidewalks around the lakes.

A member on Dorado Drive inquired about assistance from the members on Deed Violations.

He inquired about the number of vehicles parked at a unit.

He inquired about a phone directory for Shores residents.

There was an inquiry about the development on Watson Road.

Directors Comments:

Director Burrell thanked President Priester for the way the meeting was run and thanked the people in attendance.

Director Chitwood inquired about the burned house on Bahia Court.

Meeting Adjourned.

President

Secretary