

## **ST AUGUSTINE SHORES SERVICE CORPORATION BOARD MEETING**

**JULY 9, 2015**

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: Vice President Jerry Zinn, Treasurer Claire Lorbeer, Secretary Rachel Diamond, Director Winston Burrell, Director James O'Such. Director Sue Chitwood. Quorum Established

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

Approval of the Minutes – June 11, 2015.

### **Motion:**

Director Burrell made a motion to accept the minutes with an amendment to add excused absence for Director Chitwood as requested. Seconded By Vice President Zinn. Unanimous. The motion carried.

**Treasurers Report** – Read by Treasurer Lorbeer accepted for audit.

General Manager Smith explained the Operations Fund and Reserve Fund Expenditures.

Board Discussion

### **ACC Report** – Jerry Zinn

The ACC Committee had 1 meeting in the month of July.

The ACC Committee approved 4 applications:

2 new homes

2 screen room

### **Managers' Report** - Joseph Smith

### **Old Business**

#### **Status of Pool Bathhouse**

General Manager Smith informed the Board that the benches have been installed and that the majority of the punch out items have been completed.

He informed the Board that the drainage issue still has to be addressed.

Board Discussion

## **Policy on Directors seated on multiple Boards**

Director O'Such explained his request for a policy.

**Motion:** Vice President Zinn made a motion to create a policy stating that: Any active voting member on the St Augustine Shores Service Corporations Board of Directors may not serve as an active voting member on another Board within the Shores Community. Seconded by Treasurer Lorbeer. 6 yes votes, 1 no vote Director Chitwood. Motion carried

## **Upgraded technology for Board meetings**

General Manager Smith provided some information on I-Pads and Samsung Galaxy tablets as requested by the Board at the June meeting.

**Motion:** Director Burrell made a motion that we move forward with the upgraded technology for the Board meetings. Seconded by Director O'Such. 3 yes votes, 3 no votes.

**Motion:** President Priester made a motion that we table the discussion. Seconded by Director Chitwood. Unanimous. The motion was tabled

## **Progress on BOD Goals.**

The power is connected for the new well that will irrigate those areas on Shores and Christina that are not irrigated. We have engaged Mathews Design Group to provide the engineered drawing for a jack and bore permit from St. Johns County Engineering. The locate is complete and Geomatics Surveyors are scheduled to provide topo elevation details.

We have provided art details to PIP printing for the Boat/RV Storage Survey.

General Manager Smith read the text.

## **Pier project status**

The wood and rail replacement project is complete as approved by the Board.

## **Office renovation project status**

The project will be complete after the new office furniture is received and assembled.

## **New Business**

### **2014 – 2015 Audit Engagement**

Neville Briedenstein and Wainio have requested a three year audit engagement at a discounted rate.

**Motion:** Treasurer Lorbeer made a motion that we engage Neville, Biedenstein, and Wainio for the three year audit engagement at the discounted rate. Seconded by Director Burrell. Unanimous. The motion carried.

### **401K Development**

Vice President Zinn talked about offering a 401K plan to the General Manager and staff. A comprehensive list of plan options was provided to the Board.

### **Stormwater drainage system maintenance issue**

General Manager Smith informed the Board about an issue with silt build up at the Drainage Retention Area to the East of Valverde Lane in Tuscany Ridge. The area needs dredging to restore the initial filtering system.

**Motion:** President Priester made a motion that we move forward with the project and solicit bids. Seconded by Director O'Such. Unanimous. The motion carried.

### **Home Office Application.**

Johnny Harper 549 Domenico Circle for the purpose of a pool cleaning business. Agrees to abide by County Ordinance 95-9.

**Motion:** Director O'Such made a motion to approve the Home Office application for Johnny Harper. Seconded by Treasurer Lorbeer. Unanimous. The motion carried.

Eric Bremmer 899 Viscaya Blvd. for the purpose of a lawn maintenance business. Agrees to abide by County Ordinance 95-9.

**Motion:** Secretary Diamond made a motion to approve the Home Office application for Eric Bremmer. Seconded by Director Burrell. Unanimous. The motion carried.

### **Deed Restriction Report.**

General Manager Smith provided a Deed Violation report.

### **Directors Comments**

Director Burrell reported an issue with the irrigation system at the South Entrance.

Treasurer Lorbeer discussed an issue at the inlet on Holiday Lake from the ditch off of Viscaya Blvd.

She discussed signage on pick-up trucks.

Vice President Zinn discussed a meeting with Commissioner McClure about a rat issue and assistance from the County Health Department.

Vice President Zinn requested a workshop for discussions on Governing Document Changes to present to the Membership.

Secretary Diamond commented on technology upgrades.

She suggested that we use Liaison's to link different Community Boards together.

Director Chitwood discussed her position on the Board policy that was approved for active voting Board members.

She commented on the active status list report.

Director Chitwood requested several updates to the web site. Presidents letter, organization, and pictures.

She commented on the Recreational and Social Organization Issue.

She expressed her concern with the condition of the large oak trees in front of Ameris Bank.

She would like to continue our effort with the park stop posts.

She commented on the lake fountains.

President Priester commented on the Next Door app for phones to get the Community more involved.

He informed the Board of a flyer developed by the SJCSO to assist in providing security for the community.

### **Members Comments:**

Al Dobkowski offered his services for the Next Door app. He commented on the Pool Bath House drainage issue.

He discussed the pick-up truck Deed Violation issues.

He commented on the RV/Boat Storage issues.

He inquired about the irrigation times for the soccer field.

Mr. Dobkowski would like the Board to consider a Memorial Plaque to honor his Mother for her work in the Community and on the Pier project.

Jeremy Duncan commented on the contract with the Recreational and Social Organization, Equitable access to the facility, and compliance with State Statutes.

Ann from Casa Bella commented on serving on multiple Boards.

Roland Palmer commented on the audit. Would like to see the Reserve Fund audited.

He would like the monthly financial statements on the web site.

He commented on the trash at the end of Polo Ct.

He commented on Deed Restriction violations.

Dave Talbert commented on the deplorable condition of 663 East Bianca Circle.

Vice President Zinn moved to adjourn. Seconded by Director Burrell.

Meeting Adjourned.

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President

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Secretary