

## ST AUGUSTINE SHORES SERVICE CORPORATION BOARD MEETING

MAY 9, 2019

The St. Augustine Shores Service Corporation's Board of Directors meeting was called to order by President Austin Dietly at 7:00 P.M. Present: Vice President Thomas Filloramo, Director Phil Van Tiem, Director Steve Raff, Secretary Mike Winkles. Absent Treasurer Claire Lorbeer and Director Mike Amato. Quorum Established.

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

**Approval of the Minutes** – Special Board of Directors Meeting April 11, 2019. Special Board of Directors Meeting April 14, 2019. Regular Board of Directors Meeting April 11, 2019.

### **Motion:**

Director Van Tiem made a motion to approve the minutes of the Special Board of Directors meeting April 11, 2019 as presented. Seconded by Secretary Winkles. 5 affirmative 1 abstained Director Raff. The motion carried.

### **Motion:**

Secretary Winkles made a motion to approve the minutes of the Special Board of Directors Meeting April 14, 2019 as presented. Seconded by Vice President Filloramo 5 affirmative 1 abstained Director Raff. The Motion carried.

### **Motion:**

Director Van Tiem made a motion to approve the minutes of the Regular Board of Directors Meeting April 11, 2019. Seconded by Vice President Filloramo. Unanimous. The motion carried.

**Treasurers Report** – Read by General Manager Smith.

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

**Managers' Report** - Joseph H. Smith III

**Old Business**

**Progress on Board Goals**

Curb Appeal – We installed new roses at the Main Entrance on Shores Blvd.

Replaced the roses at the new well on Shores Blvd near Bahia Drive.

We installed Jack Frost at the South Entrance.

**Safety and Security –**

We now have an emergency exit button inside the gate on the pier. The switch is located on the rail.

The pool was inspected on May 9, 2019 and passed.

### **Committee Reports**

**ACC Committee – Committee Co-Chair Laura Amato**

The ACC held one meeting in the month of April.

They looked at 8 applications.

2 Utility sheds

1 Screen room

4 Fences

1 Exterior Building Modification

3 of the fence applications did not pass the ACC requirements. 2 of which are applying for variances.

We also have the ongoing issue of the Deltona Homes. They have been approved with the condition of sidewalks when the County allows them to install sidewalks.

President Dietly inquired as to when the Deltona homes got approved.

Co – Chair Steve Raff stated that the Deltona homes were approved on Friday May 3, 2019.

President Dietly asked if the meeting on May 3, 2019 was posted.

Co – Chair Laura Amato stated that the ACC meetings did not have to be posted only Board meetings.

Co – Chair Steve Raff stated that 720 says only Board meetings it doesn't say anything about Committee meetings.

**Deed Restriction Amendment Committee – Kate Thomes**

She distributed a document that describes all the activity that they did since last July.

She summarized the results of the effort.

We received 84 more votes this year than we did last year.

She would like to discuss how the Board would like to proceed in the future.

She discussed options to get the Community involved.

Director Raff stated that when he was on the Board 8 years ago they had a Committee that went to the County and got permission to put a large changeable double sided message sign at the main entrance set at a 45 degree angle so people could read it as they entered and exited the neighborhood. It got approved and got estimates for it and the rest of the Board at that time would not spend the \$5000.00 to put this beautiful sign up.

Director Raff stated that Unit 8 did not receive any fliers from the Committee.

Kate thanked the Board for the opportunity and stated that she is now resigning as Committee Chair.

PUD Committee – Nicolas Arocha.

He distributed a memo from the Committee that summarizes the major points that they have worked on over the last several months.

The memo discusses the Committee's recommendations on how to proceed in the future.

He discussed the importance of maintaining the Dam.

There is a Dam owner workshop May 17th that has extended an invitation to the committee being presented by the State Dam Safety Officer for the State of Florida DEP.

Nicolas plans to attend and the Committee recommends that Joe be allowed to go and that the Board pay all expenses.

The meeting is in Twin Lakes Camp Resort Defuniak Springs, Florida.

**Motion:**

Director Raff made a motion that Nicolas be reimbursed for his mileage (gas) for his trip to there and back. Board Discussion. Seconded by Vice President Filloramo. Unanimous. The motion carried.

Margaret Bouton suggested caution in bringing attention to the Dam and opening a liability for the Board.

ACC variances –

Hong Duong 369 Cortez Drive requests a variance to erect her fence forward of the rear of the house to meet up with the neighbor's fence in front of the screen room.

**Motion:**

Director Raff made a motion that we approve the variance. Seconded by Secretary Winkles. Unanimous. The motion carried.

Riley & Alex Santangelo 1027 Espinado Avenue request a variance to erect their fence forward of the rear of the house to share their fence with the neighbor who lost part of his fence during the Hurricanes.

**Motion:**

Director Raff made a motion that we approve the variance. Seconded by Vice President Filloramo. Unanimous. The motion carried.

Laura Amato requests that the Board appoint Nicolas Arocha and Leonard DiTomaso to the ACC Committee.

**Motion**

Director Raff made a motion that we appoint Nicolas Arocha and Leonard DiTomaso to the ACC Committee. Seconded by Secretary Winkles. Unanimous. The motion carried.

Internal Audit Committee – Joan Stanton

The annual meeting voting process was audited.

The documents reviewed were the annual meeting elections instructions.

The procedures reviewed were 1) Producing the ballot forms. 2) Mailing ballots to association members. 3) Handling the returned ballots. 4) Counting and tabulating the returned ballots.

The annual meeting instructions are very clear, thorough and are followed.

The ballots are returned in a sealed envelope marked ballot and are kept secure and in the custody of the outside auditor until the day of the annual meeting.

The process is robust and secure and ensures there is only one vote counted for each member.

The current plan for presentation at the June meeting is to audit the process for handling funds for classes.

Riverview Building and Grounds – Mary Arocha

She would like to solicit a bid from Sir Grout for the RVF front entrance project.

Mirror Man was asked to give a bid on replacing the felt in the doors. They didn't show.

We are soliciting bids for the exterior painting projects at the RVF.

Leonard DiTomaso inquired if we have anyone who checks the children's playground.

He wants to know if it is State inspected and if we are required to have anyone inspect it annually.

Our insurance company sent an inspector at our last request.

He was alerted that there are nails sticking out of boards and out of the fence on the playground.

Carol McCutchen stated that the playground is not handicapped accessible.

Margaret Bouton inquired if there is a motion book. There is a motion book and an attachments book.

## **New Business**

### **Deed Violation Report**

General Manager Smith presented the report.

### **Board Discussion**

### **Directors Comments**

Director Raff thanked the office for providing the governing documents binder.

He stated that the By-Laws called for the annual meeting to be run according to Roberts Rules of Order and that the last annual meeting was not.

There was no motion or second to adjourn the meeting.

He would like the agenda and financials sent to him before the meetings.

## Members Comments

Marsha Farrell wanted the Mah-jongg tournament members to be recognized for turning over excess funds to the association annually after their tournament.

Ed Farrell commented on Deltona installing sidewalks and if it is not going to happen tell the people how we are going to handle this issue.

Director Raff stated that he is working with St. Johns County on the sidewalk issue.

Marsha Farrell wanted to know who owns the streets in San Savino. St. Johns County.

Darlene Van Tiem inquired about the donations from Baker Company.

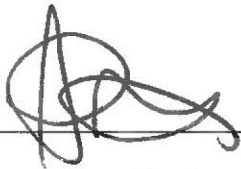
She would like parks at the South end of the Community.

Laura Amato asked how someone could make a motion and a second on minutes for a meeting that they did not attend.

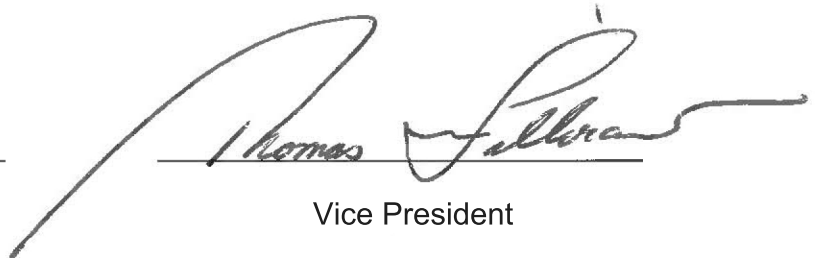
## Motion:

Secretary Winkles made a motion to adjourn. Seconded by Vice President Filloramo. Unanimous.

Meeting Adjourned



President



Vice President