

SHEARWATER CONDOMINIUM ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING  
JUNE 20, 2011

PRESENT:                   Gerri Smith, President  
                              Pat Duval, Vice-President  
                              Susan MacMillan-Finlayson, Secretary  
                              Frances Higgins, Director  
                              Tina Ligon, Director  
                              Barbara Britt, Director

ABSENT:                   Phil Hatchard, Treasurer

ALSO PRESENT:           Greg Balestrero, Unit 4B2  
                              Ted Finlayson, Unit 2A  
                              Eric Petterson, Unit 1B3  
                              Skip Smith, Unit 5B1  
                              Carol Schaaake, Unit 1A3  
                              Margorie Cumming, Unit 14B2  
                              Heather Gummel, Brodie Management  
                              Sherri Kennedy, Recording Secretary

Gerri Smith, President, called the Board Meeting of the Shearwater Condominium Association to order at 7:05 P.M. The meeting was held at the Shearwater Clubhouse.

**MINUTES:**

- Gerri moved to approve the meeting minutes of the February 21, 2011 as submitted. Frances Higgins seconded the motion and the vote was carried unanimously.

**PRESIDENT’S REPORT – Gerri Smith (See Attached Report):**

- The Board agreed that all members maintain the same positions as previously held. Don Kadonoff was elected to the Board at the annual meeting without acceptance of the nomination. The Board has voted Barbara Britt to the Board to fill this vacancy.

**TREASURER’S REPORT – Phil Hatchard**

- No report submitted

**MANAGEMENT REPORT – Heather Gummel (See Attached Report)**

- See attached report.
- John Guthrie will be asked to re-stencil the faded and missing reserved numbers on the curb stops.
- #2– Pat Duval moved to accept the sealcoating and lot markings proposal submitted by GMC Contracting for a cost of \$8,366. Barbara Britt seconded the motion and it carried unanimously.
- #3 – John Guthrie has agreed to continue the cleaning contract through July 1, 2011. Two proposals have been received and waiting on one additional proposal. The Board agreed to wait for the third bid and make a decision via email. The Board would like to include the entrance to the pool, the landing inside the pool and stairs leading to the pool deck when the pool is open. Heather Gummel will inspect basement stairwells for cleaning.
- #4 – Tabled until Phil Hatchard is able to review the proposals and the Association’s financial situation.
- #5 – Awaiting on proposals from Nationwide and State Farm. The current insurance broker is Schoenfeld Insurance.
- #8 – Tina Ligon moved to accept the proposal submitted by Cunningham Contracting for a cost of \$3,800.00 to repair the siding leak at 14B3. Barbara Britt seconded the motion and it carried unanimously.
- John Guthrie will repair the sensor light on Building 4.

**COMMITTEE REPORTS:**

**Marina Committee – Eric Petterson and Skip Smith (See Attached Report)**

- See Attached Report
- Unknown kayak stored under the pool deck. Gerri Smith entertained a motion to donate the kayak to a charitable organization. Susan MacMillan-Finlayson moved to donate the kayak to a charitable organization, Pat Duval seconded the motion and it carried unanimously.
- The committee will look into replacing the water taxi sign on the A dock.
- Heather Gummel will follow up to make sure that the lost kayak stickers have been re-issued.
- Heather Gummel will provide an update on the outstanding marina issues.

**Grounds and Landscape Committee Report – Eric Petterson (See Attached Report)**

- See Attached Report
- Cunningham removed the wood that was owned by Shearwater that was to be used to shore up the land at Building 7.
- All flowers look nice.
- Heather Gummel will solicit proposals to paint the concrete wall under the pool.

**Architectural Committee – Rainette Bannon**

- No report submitted

**Pool and Activities Committee – Tina Ligon**

- 2011 barbeque was very successful.
- A cocktail party will be held once a month on the following dates: July 16<sup>th</sup>, August 20<sup>th</sup>, and September 17<sup>th</sup>.
- The new pool doors are in and John Guthrie will install.

**OLD BUSINESS:**

- Heather Gummel will be soliciting proposals to replace the awnings with better material. Painting proposals were solicited first to determine where the Association stood financially.
- Hardy Plank – In the past Phil Hatchard researched the use of synthetic material as an option for siding replacement. No additional reports were received for updated costs on this option.

**NEW BUSINESS:**

- The Landscape Committee would like to install signs throughout the community (9”X12” – green with white letters) as reminder to pet owners. Dog Rules were placed in the newsletter. A suggestion was made to place reminder notices at each building advising pet owners to utilize the dog walk and pick up after their pet. Frances Higgins will prepare reminder notices to be placed at each building.
- Tina Ligon will look into locating the key to the dog receptacle. Replacing the bags weekly will be added to the cleaning contract.
- John Guthrie will be asked to inspect all buildings for the removal of salt buckets.
- Tennis Court – Discussion ensued regarding the maintenance and future use of the tennis court. The court must be powerwashed, weeded and the nets replaced. Greg Balestrero will look into the tennis court repairs. Heather Gummel will also determine what needs to be done to make the court safe to use. The short term goal: make the court usable. The long term goal: survey the community on what to do with the area. Greg Balestrero will develop a survey.

**NEXT BOARD MEETING:**

The next Board of Directors meeting is scheduled for Monday, August 15, 2011 at 7:00 P.M.

**ADJOURNMENT:**

With no further business to discuss, Gerri Smith moved to adjourn the meeting. Tina Ligon seconded the motion and it carried unanimously. The meeting was adjourned at 8:30 P.M.

Respectfully Submitted,

Approved: \_\_\_\_\_

Sherri Kennedy, Recording Secretary

Date: \_\_\_\_\_