

SHEARWATER CONDOMINIUM ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
AUGUST 19, 2013

PRESENT: Frances Higgins, President
Carleen Petterson, Vice-President
Linda Lawrence, Treasurer
Jonathan Lewis, Director
Barbara Britt, Director
Linda Bolling, Director

MEMBERS ABSENT: Lynn Maichle, Secretary

ALSO PRESENT: See Sign In Sheet
Kasia Natale, Brodie Management
Sherri Kennedy, Recording Secretary
Ron Faulkner, Grounds & Maintenance Committee Chair
Eric Petterson, Dock Master
Julie Kane, Pool Committee Chair

Frances Higgins, President, called the Board Meeting of the Shearwater Condominium Association to order at 7:00 P.M. The meeting was held at the Shearwater Clubhouse.

MINUTES:

- Carleen Petterson moved to approve the meeting minutes of the June 24, 2013 as submitted, Linda Lawrence seconded the motion and the vote was carried unanimously.

PRESIDENT'S REPORT – Frances Higgins

- See Attached Report

TREASURER'S REPORT – Linda Lawrence

- See attached report

MANAGEMENT REPORT – Kasia Natale

- See Attached Report
- #1 – Pine tree at Building 4 requires additional trimming. The damage that occurred during the removal of the oak tree will be repaired by the contractor at their expense.
- #3 – The Board is in the process of scheduling a meeting with two contractors who bid on the deck replacement contract.
- #4 – Kasia Natale will provide Linda Lawrence with the status of the reimbursement for several casualty losses.

COMMITTEE REPORTS:

Marina Committee – Eric Petterson

- See Attached Report.
- New kayak ramp pricing proposal submitted and accepted by the Board.

Grounds and Landscape Committee Report – Ron Faulkner

- Everything on schedule and looking good.
- A few fall projects will be scheduled.

Architectural Committee – Frances for Rainette Bannon

- See attached report.
- Discussion ensued concerning units with storm doors in violation of the community rules and regulations.

- An owner present requested that Board members that reside in Building 1 abstain from voting on matters relating to current deck issues in Building 1.

Pool and Activities Committee – Julie Kane

- Kasia Natale will order three new umbrellas, 1 red and 2 blue, at a total cost of \$749.00 as approved by the Board.
- End of the season pot luck pool party is scheduled for 9/14 from 4:00 – 6:00 p.m.
- Pooch pool party is scheduled on 9/15 from 5:00 – 6:00 p.m., the last hour the pool is open for the season.

OLD BUSINESS:

- Andino’s will provide a cost to replace the tree between 12 and 16.
- Projects:
 - Chimney Cleaning – Kasia Natale will obtain another proposal for chimney cleaning. The Board voted not to consider Complete Chimney. Board will vote via email.
 - Powerwashing and Staining decks – The Board voted not to consider PRO. Kasia Natale will confirm with INM Specialists concerning proper staining process. Kasia Natale will obtain another proposal. Board will vote via email.
 - Dryer Vent Cleaning – Board voted not to consider Air Gott Services. Kasia Natale will inquire about a reduced rate with American Eagle Chimney Services if the chimney and dryer vent services are combined.
 - Condensate Line – Kasia Natale will determine what contractor performed this at unit 13A. Scott Ligon will provide Kasia Natale with the contractor that performed this service to his unit.
 - Conversion of Timer Lights – Board voted to accept the contract with Anchor Electric as submitted. The lights at one building will be completed for the Board to review prior to completing the entire community.
 - Landscape Project in front of Buildings 5 and 6 – Kasia Natale will obtain a proposal from Bay West. She has been unable to reach the contractor.
 - Ron Faulkner and Maryann Cummins are in the process of developing a landscape light identification plan. The plan was described and a sample layout presented. A separate plan will be developed for the building lights.

NEW BUSINESS:

- An open forum will be held at a special meeting to be scheduled for September 23, 2013 for the rules and regulations changes concerning LCE maintenance, the marina, the swimming pool, and physical management. Linda Lawrence moved that the proposed revisions be mailed to the community for comments. Carleen Petterson seconded the motion and it carried unanimously. The proposed revisions will be mailed to the community for review.
- The Board will schedule a meeting with the engineer and contractors to discuss questions related to the deck replacement project prior to making a selection.
- Kayak ramp proposal – Eric Petterson submitted a proposal for the Board to review. It is ADA approved. Several kayakers visited Quiet Water Park to test the ramp as it is the same type of ramp the committee would like to purchase. The majority of the kayakers approved the ramp. The ramp is guaranteed for 8 years and has a life expectancy of 15 years. Jonathan Lewis move to accept the proposal. Linda Bolling seconded the motion and it carried unanimously.
- Bicycle Storage – tabled until the next meeting.
- Two different sizes of notice Boards were presented to the Board for placing above each mailbox. Barbara Britt moved to purchase 14 message boards. Carleen Petterson seconded the motion and the motion carried with Linda Lawrence abstaining.
- Discussion ensued regarding unit 1A2 deck. The owners installed deck boards over the existing deck boards. The deck was painted rather than using the appropriate stain. Jonathan Lewis moved to include unit 1A2 in the second phase of deck replacement. Linda Bolling seconded the motion and it carried unanimously. Kasia Natale will notify the homeowner.
- Storm Doors – there are currently several units with storm doors that are not in compliance with the community rules and regulations. No architectural applications were formally submitted prior

to installation. All violators will be mailed notification of this violation and asked to submit an application for review by the Architectural Committee.

NEXT BOARD MEETING:

The next Board meeting is scheduled for Monday, September 23, 2013 at 7:00 P.M.

ADJOURNMENT:

With no further business to discuss, Linda Lawrence moved to adjourn the meeting, Carleen Petterson seconded the motion and it carried unanimously. The meeting was adjourned at 9:17 P.M.

Respectfully Submitted,

Sherri Kennedy, Recording Secretary

Approved: _____

Date: _____