

SOUTHWIND SHORES II H.O.A MEETING

January 11, 2019

PRESENT: John Fortuna (President)
Laura Hoene (Vice President)
Sharon Boivin (Treasurer)
George Tsoukleris (Environmental Chair)
Diane Kelly (Secretary)

ABSENT:

1. Call to Order

- a. John Fortuna called the meeting to order at 6:08 p.m.

2. Approval of Minutes from October 5, 2018

- a. Minutes were approved. Motion made by John for approval, seconded by Sharon and passed unanimously by the Board.

3. Officer or Committee Reports

- a. Sharon Boivin, Treasurer, noted that we had spent \$7,500 and had not yet begun receiving payment of Annual Dues. These have now begun coming in. We have \$65,00.00 in a money market. There is also \$3,500 in a Sun Trust checking account. Once all the dues payments are in, Sharon will make a transfer from the checking account to the Money Market account. There was a \$340 dock maintenance fee. It was not taken out of the Sinking Fund as we need to keep a threshold of \$6,000 in that account. She made a note on Quick Books that it should be repaid.
- b. Sharon mentioned that Quick Books is going to a subscription-based plan charging \$20/month. As she has 2015 Quick Books on her old computer, and she will continue to use that as long as she is Treasurer. Sharon keeps the records backed up in the Cloud so that at any time it is switched to a subscription-based plan, it can be downloaded onto the computer the current Treasurer is using.
- c. Sharon also noted that we went \$136 over on Community Activities.

4. Open Forum

- a. No one from the community attended.

5. Old Business and New Business

a. Action List Update

i. Front Entrance

- 1. George and Laura are getting together and coming up with a plan to redo the plants at the front entrance. Laura mentioned working with the present azaleas and adding Day Lilies, variegated Hosta and Monkey Grass. She has plants she has generously offered to donate and will save the HOA the cost of purchasing new plants. This plan would be implemented in either March or April weather permitting.

ii. Common Area

- 1. John had previously sent out an e-mail regarding the proper procedure of tying up boats to individuals who have boat slips in the Common Area. He will send another around April as a reminder.
- 2. Someone dug a strip out of the ground where the water sits in the Common Area. John said he will get some fill and repair that area.
- 3. It was decided to ask everyone not to park on the grass. Except at the Annual Meeting, the parking area has never been full.

4. There was a request to replace the umbrellas used on the beach part of the Common Area. George will take a look at the one which remains and see about replacing them.

iii. Election Year

1. John mentioned that this will be an election year. The Board had discussed and decided in the best interest of Southwind Shores II, that two individuals will step up and agree to serve for only one year. In that way, there would be an election every year for either two spots on the Board or three spots. This would mean that there would always be individuals on the HOA who have knowledge of what has and is going on and this would help carry through any outstanding projects and answer questions as to past actions which might arise. This would require an amendment as noted below.

b. Executive Session

- i. John reminded everyone that we each need to write the procedures for our positions. This will be incorporated into a book for anyone in the future elected to the Board.
- ii. Previously we had discussed the staggering of the election of different positions so that there will always be a few on the new Board who have already served and would have institutional knowledge. John is looking into the legal aspect of whether we need an Amendment or can do it through a Resolution. If passed then in even years there would be two people to be elected and in odd years there would be three. John will draft the amendment.
- iii. John mentioned to George that the pump will need to be inspected in 2020. There should be paperwork from the one done two years ago. It will be \$500 for the engineer and \$95 for the County. The county has a list of approved engineers. He also mentioned that he drain rocks need to be kept free of grass.
- iv. John received a complaint from a resident about a car that was "parked on the street", had a flat tire and had been there for weeks. Upon investigation it was ascertained that the vehicle was parked there for one week and this was when the flat occurred. When the owner returned, he fixed the flat and left. The resident who owned the property where the car was parked was well aware of the situation and had no problem with what occurred. John decided to check with the local sheriff's department. He was informed that as long as the vehicle had proper tags and license plates and was not in a "no parking zone", then it could be there as long as the owner wished. There is nothing that can be legally done. John relayed the information to the person who issued the complaint but there has been no further communication from them.
- v. George brought up the issue of Richmond requiring POAs to do an inspection of any property in their association that is going to be up for sale. John informed the Board that we go by Virginia State Guidelines which incorporate 18 questions that must be answered. If there are any monies owed, Sharon will alert the agent. Any code violation would fall to an inspector to find and point out to the realtors involved in the sale.
- vi. Sharon questioned when notices are to go out for the Annual Meeting. John said we would schedule a meeting in April (as we did last year) to go over everything to be included in the notice. One thing he did mention was that people must realize that when/if the amendment for staggered elections is passed, the newly appointed individuals do not automatically fill the role of whoever is leaving the Board. It is written in our Bylaws that after every

election all positions are again open, and the people elected decide among themselves who will fill which position.

vii. The next meeting will take place on April 12, 2019 at 6 p.m.

6. Adjournment

- a. Sharon Boivin made a motion to dismiss, John Fortuna seconded and the Board unanimously voted to adjourn the meeting at 6:52 p.m.

Respectfully submitted,
Diane Kelly, Secretary

