

## **SOUTHWIND SHORES II H.O.A. BOARD MEETING**

December 3, 2020

Virtually Present: Sharon Boivin, Teresa Jescovitch, Mark Starkey, George Tsoukleris, Tom Ronsley

Topic	Discussion
Call to order	Meeting called to order by Sharon at 6:37 p.m.
Review of Agenda	Agenda approved without changes.
Approval of Minutes	All previous minutes stand approved.
Officer or Committee Reports	
President report	Sharon welcomed and thanked Mark Moffatt for joining the meeting. Two POA packages were sent out to new homebuyers; Lot 30 and Lot 67.
Vice President report	Welcome baskets were provided to five new homeowners in the neighborhood during this quarter.
Secretary report	3 emails were sent to residents. Paper copies were given to those who do not have email. Communications included a request for winter photos for the next newsletter, correspondence about our rental rules, and the announcement of the December meeting.
Environmental report	The lamp on the left side of the entrance was fixed by John O'Quinn at no cost. The right side of entrance had the light bulb replaced as well as the boat ramp light. Tomorrow the flag pole light will be installed.
Treasurer's report	Tom reviewed line items on the submitted Income and Expense Report. Tom reviewed the Balance Sheet with all and explained why he moved future expenses out of the Liabilities column into the Reserved Equity column. Tom had to locate our "Articles of Corporation" for the bank to review. Sharon put a paper copy in the president's folder for future reference.
Open Forum	
	Mark Moffatt thanked the board members and appreciated the opportunity to listen in on the meeting.
Old and New Business	
Action List Update	Tom completed the bank transfer of accounts. Teresa, Mark and George met at the front entrance to discuss ongoing grounds maintenance. Teresa found the Rental Book and made copies ready for distribution. Sharon was in touch with 2 of the 3 known renters and reviewed the rules with them. Items added to the action list are: to finalize the contract with Maxwell Lawn Service and to send dues notices out in January.
Front entrance ongoing maintenance	Three companies were contacted to supply estimates. One company did not have liability insurance and one company did not return phone calls. Mark reviewed the contract proposal from Maxwell Lawn Service. Mark proposed that we draft a \$3700 contract with Maxwell to cover lawn mowing and pulling weeds. On December 13 <sup>th</sup> , the Board reviewed the draft contract by email. Sharon made a motion to approve the contract and Tom seconded. Motion passed.
Newsletter	A sample of the next newsletter was provided to the board. Sharon asked each Officer if they would like to write a message for the community. Tom and George said yes. Donna Ronsley has provided one interview article to be added to the newsletter; after the meeting, she provided a second article. Board members decided to send out the next newsletter in January.
Common Area	Mark & George discussed moving the picnic tables from under the tree to the pavilion. As Mark spoke with Dwayne about painting the pavilion, Dwayne noticed that the columns started rotting in the ground. Mark will get an estimate from a contractor or two so the board can discuss when this can be budgeted and repaired.

Executive Session	
Rentals	Several attempts were made to contact Lot 63 to discuss renting her house. She has not responded to any emails or telephone calls. Lot 70 has been renting for week-ends without notifying the president after conversations were made to the homeowner not to do this. The board members decided to review the By-Laws individually and get back together in January to decide on the next step.
Adjournment	Meeting adjourned at 7:45 pm. Next meeting scheduled for Thursday, January 21 <sup>st</sup> at 6:30 pm.