

Salt Marsh Cottage Annual Meeting
Thursday, December 7, 2021
Via Video/Teleconference Call

Note: Because of the ongoing Covid-19 pandemic, the annual meeting of the SMC owners was held by a conference call/zoom.

Board members on call: Frank Beyer, Carol Oleksiuk, Chuck Jesser, Gabriele Hoffmann, Jim Didia, Tom Finnie, and Mark Matthews

Property Manager on call: Danielle Aspinwall-Winter

Scribe on call: Carrie Randall

Cottages represented on call and/or by proxy: Cottage 103, 104, 105, 106, 107, 109, 112, 113, 114, 115, 116, 118, 119, 120, 123, 126, 127, 129, 130, 132, 133, 134, 136, 137, 138, and 142.

Frank Beyer asked Carol if we had a quorum. Danielle confirmed that we did. The meeting was called to order at 6::00PM.

Old Business

Approval of 2020 Minutes. Carol Oleksiuk made a motion to accept the 2020 annual minutes. Sue Forrest seconded the motion. The minutes were approved.

Treasurers Report (Chuck Jesser). Chuck reminded the owners that the regime is run like a business with the ultimate goal of maintaining financial controls for the short- and the long-term. A financially healthy regime is viewed by lenders and prospective buyers as a strong feature. He reassured owners that our regime is financially stable. We are covering current obligations, are building up both a capital reserve fund and a contingency reserve fund, and simultaneously planning for future expenses.

Chuck reviewed the proposed annual budget for 2022, noting that we are able to cover expenses without any additional increase in monthly regime fees.

Frank acknowledged the professional stewardship that Chuck has put into this volunteer position for so many years. He has applied proven accounting practices to help the board run as a viable business. He is also a voice of reason when the board deals with any financial issues. Frank thanked Chuck for his service.

Additionally, Frank referenced the document on the internet that outlines specifically what is covered by our regime fees. He suggested that all owners look at this document if they have not already done so, to get an appreciation of the services the regime provides from the monthly fee.

Review of Operations (Danielle Aspinwall-Winter).

Cottage/Grounds Maintenance. The cottage/grounds maintenance line items were well within budget. Some projects completed included hard pruning throughout the

regime, removal of landscape debris and replacement of new pine straw (cottages 137-142), trimming of palms in the front of cottages, one after-storm clean-up, clearing of drains, roof blowing, repairs of minor wood rot and roof repairs and replenishment of doggie bags in the stations. Projects by MAJ yet to be completed are: trip hazards, repairs from parking lot repaving, and pier repairs. Danielle will investigate a crack in the parking lot in front of cottage #104 pointed out by Sue Cromey to see if it also needs to be repaired. All of these projects will be completed by December 23.

Danielle reported that repairs of damaged roof ridges were made in 2021. Pam Finnie asked if roof ridges on all cottages were checked, and if it was known when this damage happened. Frank explained that when hoses were dragged across the caps when the roofs were cleaned of mildew, some caps were damaged. The board came to a compromise with the contractor and the repairs were made, with the regime and the contractor splitting the costs.

For 2022, there are two projects planned: 1) cleaning and recoating the shed roofs, which is done every five years, 2) repainting of all cottages/sheds to provide a uniform exterior color throughout the SMC community. Maintaining consistency in the exterior appearance of the cottages is an important function of the regime. Frank reminded everyone that, unlike single family homes, the Salt Marsh Cottages are guided by a master deed and by-laws that are implemented by the board of directors. Consistency of exterior appearance is a primary mission.

Committee Reports

Property Committee (Tom Finnie). The property committee is similar to Moss Creek's ARB. The purpose is to identify issues covered by the master deed regarding the exterior of the cottage that need owner attention and are an owner expense. Tom completed a preliminary walk around in the front of the cottages about 3 weeks ago and will walk behind the cottages in the next few weeks. He will give his report to the board, and the board will reach out to owners if anything needs to be addressed and will follow up to insure that the work was completed.

Social Committee (Carol Oleksiuk). Carol welcomes new SMC owners in Cottage 104, Harry and Molly Harner; 107, William and Miriam Guest; and 125 Colin and Michele Korzec.

Sadly, the regime lost two people in 2021: Bob Barr and Richard Coyne. Bob Barr was an active board member for several years, and Richard Coyne was current board member Gabriele Hoffmann's partner.

The social committee organized several successful events in 2021. There were two Sunday brunches and a popular outdoor event at Bostwick in May that was well attended.

Garden/Beautification Committee Report (Carol Oleksiuk). The committee has seven active members. Carol outlined the numerous accomplishments made in 2021 to help beautify the property. The removal of unhealthy plants and heavy trimming of healthy ones by Bluffton's Best had an immediate impact on beautifying the grounds. The results of that work were

exceptional, and the area has been greatly improved. In April, decayed pine straw built up over the years was removed from one cul-de-sac as a pilot project to evaluate the overall impact as well as cost. While the impact was significant, the cost was \$3,300. No additional debris build-up removal is planned at this time. Several new plants were added to the grounds in 2021. Carol thanked Carrie Randall and James Jones for donating over 30 plants to the regime. The committee identified the best place for the new plants including availability of someone who could water them regularly. Tom Finnie and Bo Oleksiuk dug the holes and planted the new plants. The plants have taken well and look very good. Carol thanked Linda Gillett for making the red bows for this holiday season. Many compliments have been received.

Carol encouraged all owners to do landscaping by their cottage, but pointed out that before any work is done, the board must approve it. All planned additions should be Indigenous to the area, deer-resistant, and water resistant. The regime does not have an irrigation system, but some owners have installed their own. Frank and Mr. Jeff Eley thanked Carol for her dedication and hard work to improve the grounds around the cottages. It was noted that the volunteer Garden Committee has made significant progress in beautifying the property at minimal expense.

New Business (Frank Beyer)

Management Agreement. Frank noted that the board successfully negotiated Danielle's contract for 2022. On behalf of the board and all owners, Danielle was thanked for her tireless dedication to the regime in helping it meet its goals/obligations.

Setting of 2022 Regime Fee/Approval of 2022 Budget. The monthly regime fee remained at \$525. That is, there is NO increase in the regime fee for 2022. As stated above, the financial condition of the regime is strong. A motion was made by Tom Finnie and seconded by Carol Oleksiuk. The 2022 budget was approved unanimously.

Election of Board Members (Jim Didia). Jim noted that Frank and Chuck's terms expire at the end of this year. Both have agreed to serve again going forward. Jim made a motion to approve the new terms of office for both candidates. The motion passed unanimously.

Other Matters. No additional matters were brought up.

Frank thanked everyone who was in attendance, welcomed new owners, and acknowledged those we lost in 2021.

There being no further business, the annual meeting was adjourned at 6:31.

