

**Minutes of The Meeting of the Water Landing Board of Directors
January 17, 2024
Zoom**

CALL TO ORDER:

The meeting was called to order at 7:00p.m. by Erik Herron, President 2023 Waters Landing Board of Directors

NOTATION OF ATTENDANCE:

Erik Herron - President
Nic D'Ascoli – Vice President
Gavin Green - Treasurer
Lee Callicutt - Secretary
Mark Sagarin – At Large

APPROVAL OF MINUTES:

ACTION: Erik Herron made a motion to approve the January 3, 2024 Board of Director's Meeting Minutes

Nic D'Ascoli provided the second.

Motion passed unanimously. (Herron, D'Ascoli, Callicutt, Green, Sagarin)

PRESIDENT'S REPORT

Erik Herron reported Waters Landing Association settled its lawsuit against Churchill Senior Living.

AERC COMMITTEE REPORT

There was no report from the AERC Committee

FINANCIAL REPORT:

Sonya Iraheta provided the FirstService Residential Financial Analysis and Financial Report for the month ending November 2023.

Discussion of how the report should be presented at future meetings.

MANAGEMENT REPORT

Presented by Tara Perry

1. Resident Connect

Up and running by next week for residents to register
Will send info out to residents in Spanish
After mailing goes out will do resident training

2. Monthly Assessment Late Fee

Owners have requested monthly assessment late fees to be waived for various reasons. Management is seeking guidance from the Board if they wish to continue the practice of allowing management the leeway of exercising their discretion in waving late fees.

Discussed having a committee from the Board to develop a standard policy

ACTION: Nic D'Ascoli made a motion to create an ad-hoc committee with Gavin and Mark to come up with a policy

Lee Callicutt provided the second

They will report during the committee reports at the next meeting

Motion passed unanimously. (Herron, D'Ascoli, Callicutt, Green, Sagarin)

3. Community Center Reservation Fee

Need to define policy
RSR to submit a proposal with more information and will discuss under Old Business at next meeting.

4. Digital File Storage

Discussion to allow FSR to get information from Iron Mountain and provide more details under Old Business at next meeting.

5. Eventgroove

Eventgroove is a customized platform that can be used for community center reservations including deposit and hourly rental fee processing

ACTION: Erik Herron made a motion to implement EventGroove

Nic D'Ascoli provided the second

Discussion

Erick moved to table motion to get more information

6. AERC application Process

FSR is able to process all architectural applications online through SmartWebs. Set up fee is \$216.75 and a monthly cost of \$72.25

ACTION: Lee Callicutt made a motion to implement SmartWebs as the AERC online application platform

Gavin Green provided the second

Discussion

- It will save time and is needed
- Lee had a concern about cost and privacy of applications and would like more information

In Favor (Herron, D'Ascoli, Green and Sagarin)

Against (Callicutt)

Passes 4-1

7. Document Translation

Forms will be translated into Spanish to better serve the community and will be available at the end of next week. Additionally, management is taking steps to have community notices translated to Spanish as well.

8. Professional recording secretary

Management recommends using a professional recording secretary to take and draft meeting minutes. Cost ranges between \$250-\$300 per meeting.

ACTION: Mark Sagarin made a motion to approve contracting with a professional meeting minute service at the rates proposed.

Gavin Green provided the second

Discussion

Motion passed unanimously. (Herron, D'Ascoli, Callicutt, Green, Sagarin)

Have a person provide minutes via a recording or via having someone in person.

Erik, Nic, Gavin and Lee – recorded, Mark – in person

4-1 in favor of having the minutes done by the professional secretary from a recording of the minutes.

2024 MEETING DATES

ACTION: Erik Herron made a motion to accept the meeting dates as listed on the agenda

Lee Callicutt provided the second.

Motion passed unanimously. (Herron, D'Ascoli, Callicutt, Green, Sagarin)

OLD BUSINESS

1. Approval of 2024 Budget

No changes as presented to the 2023 Board. 30 day review by residents and to be effective April 1, 2024

ACTION: Lee Callicutt made a motion to approve the 2024 Budget as presented

Nic D'Ascoli provided the second

Discussion

Need to work offline and should be tabled until the next meeting. Gavin and Mark will work with Don on this.

Motion has been tabled unanimously. (Herron, D'Ascoli, Callicutt, Green, Sagarin)

2. Pool Contract 2024

ACTION: Gavin Green made a motion to approve the 2024 Pool Contract with RSV

Mark Sagarin provided the second

Discussion

- Nic was concerned that the board was being asked to vote to approve a Pool Contract without 1) providing for competition, 2) without any contract to review, and 3) without any cost or price identified.
- Mark, Gavin, Lee, Erik – ok with management recommendation

Infavor: Herron, Green, Callicutt and Sagarin

Opposed: D'Ascoli

Passes 4-1

3. Landscaping Contract

Motion to approve has been tabled until we see the contract. Will review and vote at the next meeting.

4. Board Openings

Don Perper said Candidate Qualification Statements will be due January 31 and Candidate Forum will be February 15th 6pm.

Board Meeting Date Change

ACTION: Mark Sagarin made a motion made to correct the February meeting date from February 22 (as noted on the agenda) to February 15 (3rd Thursday of the month)

Nic D'Ascoli provided the second

Motion passed unanimously. (Herron, D'Ascoli, Callicutt, Green, Sagarin)

Candidate Forum and Voting

ACTION: Erik Herron made a motion for the Candidate Forum to be held February 15th at 6pm. First Meeting scheduled for February 19 – which will be cancelled and Second Meeting to be held February 21 at 7pm

Mark Sagarin provided the second

Motion passed unanimously. (Herron, D'Ascoli, Callicutt, Green, Sagarin)

OPEN FLOOR:

- 1.** A resident thanked the board in moving forward and moving forward with FSR
- 2.** A resident discussed snow removal in his community and if removal goes clockwise it will push snow into the middle of the community and all cars on one side
- 3.** A resident mentioned snow removal in the single family homes is done by the county
- 4.** A said management should investigate the issues with the printing of the board election ballots from December and get a commitment of quality control for future printing.

Don Perper said he will ask for a proof before the mailing goes out for the next round of voting.

5. A resident congratulated the new board members and the community participation

Erik Herron said great job and looks forward to working with Don and Tara.

ADJOURNMENT: Open meeting adjourned at 9:05p.m.