

**Cape Haze Resort Community Association, Inc.**

Approved Minutes of Meeting

Board of Directors, August 31, 2016, 11:00 a.m., Cape Haze Resort Clubhouse

Members Present: Robert A. Morris, Jr., president  
H. Wells "Red" French, vice-president  
Members Not Present: Dora Maria Thomas, secretary/treasurer  
Others Present: Clark Gillaspie, association manager  
Observers: In person: 09-401 11-401  
By telephone: 05-306

**I. Determination of Quorum**

Gillaspie advised a quorum was present.

**II. Certification of Notice of Meeting**

Gillaspie gave written certification that the meeting had been noticed properly.

**III. Call to Order**

The meeting was called to order with Morris acting as chair.

**IV. Approval of Minutes**

It was moved and seconded to waive the reading of the minutes of the meeting held May 10, 2016, and to approve them as written. The motion carried unanimously.

**V. Old Business**

None

**VI. New Business**

**A. Review of Financials year-to-date**

Gillaspie reported that the financials look good for the first seven months, and that there could be a small surplus at year end.

**B. Discussion Regarding Preparation of Budget for 2017**

The board directed Gillaspie to prepare the budget based on 10% increases for landscape and general maintenance, 5% on insurance, and 3% on all other line items. Any surplus

would be carried forward into 2017. Assessments would be increased by \$5 per month, from \$170 to \$175 per unit.

**C. Discussion of Insurance Coverage**

Gillaspie advised that various deductibles are available now in our market, and that they should be considered in future renewals.

**D. Legal Review of Documents**

Gillaspie reported that the three condominium associations intend to have an attorney review their declarations and suggest updates for changes in law and to tighten provisions regarding responsibilities for repair of individual units. The board saw no reason to have the Community Association declarations reviewed at this time.

**E. Update on Roadway Easement**

Morris reported that the easement matter has been brought to a successful conclusion. The first \$250,000 of proceeds has been invested in a CD for the long term, and the balance will be held for special projects that the board will consider in the short term.

**F. Update on Undeveloped Land**

Morris reported that he has purchased the balance of the land, but that he has no immediate plans to continue with development at this time due to market conditions.

**VII. Other Business**

**A. ArtisTree Contract**

There was general discussion about renewing the ArtisTree contract. Gillaspie was directed to see if the contract could be renewed for the proposed three-year term, but with an option to terminate early.

**B. Board Members**

French announced that he has listed his unit for sale and therefore would resign from the board. Morris announced that he would appoint Robert Baran to replace French. Morris also announced that Thomas would resign from the board as her company no longer has an interest in the undeveloped land.

**VIII. Determination of Next Meeting**

December 12, 2016

**IX. Adjournment**

There being no further business, the chairman adjourned the meeting.

Respectfully submitted,  
Dora Maria Thomas, secretary/treasurer