

**High-Tide Condominium Association Board of Directors Meeting**  
**July 24, 2024 • 10:00 am**

**ATTENDEES:** Rita Schilling, Craig Ottavelli, Pat McCallister, Al Rubeck, David Passey, Jerry Furey, Patti Peterson, Elizabeth Roach

**ACTION ITEMS:**

- Pat McCallister will share the adopted Picnic Table & Fire Pit policy with Jerry and HT owners that rent units.

**MINUTES:**

1. Call to Order – **President Ottavelli called the meeting to order at 10:05 am.**
2. Consent Calendar – **It was moved, seconded, and passed unanimously to approve the Consent Calendar as presented.**
  - a. June 7, 2024 Board Meeting Minutes Approval
  - b. Financials
3. Building and Grounds
  - a. Door Color (picture attached) – Painting of doors is happening a couple per day.
  - b. Reserve Study Scheduling – The goal is to schedule for completion prior to budgeting process. Al is working with the provider to schedule. The deposit check is already sent.
  - c. Paint Bubbles Update – Spot repairs are producing good results on building B. Hopefully this means a low cost and effective result.
  - d. Ronnie is back supporting the HT and will be on site for limited hours throughout the summer.
  - e. Asphalt Seal Coating Update – Work begins today and the project completes the afternoon of the 25<sup>th</sup>.
  - f. Maintenance Manager Inside Units – The process for the new support for interior unit work is going very well. Owners are very happy, and have been great about using the form, buying their own materials, and paying bills in a timely manner. To request help inside your unit, use the form found [HERE](https://form.jotform.com/240708930265053).  
<https://form.jotform.com/240708930265053>
4. Treasurer's Report
  - a. From reserves the HTCA has paid a significant amount for painting and other reserve expenses, which are triggering a transfer from the Live Oak high yield savings account.
  - b. Automatic payments are being set up and working well.
  - c. Personal property taxes are filed.
  - d. Federal taxes are done.
  - e. Insurance renewals are moving forward per usual.
  - f. There were a few leaking propane tanks that were replaced and the fence around them was rebuilt.
5. Draft Picnic Table & Fire Pits Policy – Directors reviewed the draft policy and noted it covered picnic tables, fire pits, and smoking near buildings. **It was moved, seconded, and passed unanimously to approve the Picnic Table & Fire Pits Policy.** *Pat McCallister will share the adopted Picnic Table & Fire Pit policy with Jerry and HT owners that rent units.*
6. Notice to Owners of Fireplace Use Policy – *OrgSupport will send a copy of the policy manual (PDF Compilation) with a reminder about using no more than one match-light log at a time.*
7. Items from the Floor
  - a. Board Meeting Schedule – Consensus of directors is to hold regular board meetings every other month on odd number months at 10 am on the 4<sup>th</sup> Wednesday, and work sessions on even numbered months at 10 am on the 4<sup>th</sup> Wednesday.
8. Notifications of Impending Desires to Buy, Sell, or Trade Units – No new news.
9. Adjournment – **With no further business, President Ottavelli adjourned the meeting at 11:05 am.**