**Board of Directors Monthly (Nov-Apr) Meeting Minutes**

**November 6, 2023@ 9:30am**

1. The meeting was called to order by Jim Copeland at 9:32 am.

2. Pledge of Allegiance

3. Roll Call and Approval of April 3, 2023 Minutes- Secretary Jean Stock

All Board members were present- Copeland, Rego and Stock in person and Dunlap, Gentry, Killen and Mortensen by zoom/phone.

Killen moved and Rego seconded that we approve the April 3, 2023 minutes. Motion passed unanimously.

4. Old Business- Review of Action Plan

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| **Date Opened** | **Item** | **Responsible party** | **Comments** | **Date Closed** |
| 1/9/23 | Pool Chairs & Table | Dunlap | Has been hard to find 2 more 20” chaise lounges with arms and possible table |  |
| 1/9/23 | Evaluate seawall A-28-A22 and sinkholes | Dunlap | Dunlap is gathering more information and estimates. Will present in January. |  |
| 1/9/23 | Tree replacement lot B-3 | Becky DeSpirit | Palm Harbor Nursery will deliver and install a 15 gallon Robellini palm for $325. | Completed end of May |
| 1/9/23 | Gate on fence to hydrant and signage for new boat ramp | Becky DeSpirit | County has been slow to respond | Still no response from county |
| 1/10/23 | Inspect sinking on back of lots along trail | Gentry/Dunlap | Dunlap to email all residents affected and do inspections all at once. | Completed |
| 2/6/23 | Hot water in men’s BR sink | Becky DeSpirit | DeSpirit to call Friends Plumbing to have it inspected. | Completed in Spring |
| 2/6/23 | Drain on Ketch Circle | Copeland | Still rattles. |  |
| 2/6/23 | Annual inspection of utility poles and ground wires | Maintenance Director | Gentry completed after Hurricane Idalia. Will do again in Spring of 2024. |  |
| 3/1/23 | Website Maintenance | Dunlap | Dunlap has password to website and will update it. | Completed. Dunlap will maintain and Stock will send agendas and approved minutes. |
| 3/1/23 | Insurance | Copeland | Current carrier wants us to put slats in pool fence. Currently have no wind coverage. Waiting on proposals. | **Very** difficult to find a carrier. Current bill was $7800. Unable to get wind coverage and we self-insure for flood. |

5. Summer Updates- Becky Despirit reported that we had 2 major events this summer. On August 18, a moving truck ran into one of our cement poles. Electricity had to be cut off, we became a hazmat area and that area had to ultimately be re-paved. On August 30, Hurricane Idalia hit Florida’s west coast and we had significant flooding. Fortunately, the clubhouse has tile flooring and cement board walls, but the office desk and air conditioning needed to be replaced. The refrigerator in the clubhouse is not working and we are looking into either repairing or replacing it. The washers and dryers in the laundry room were ruined and again,

we are looking to repair or replace them and deciding whether to get top load or front load. Several shareholders had damage under their trailers. So far we have spent $5400 on flood related expenses and are 56% ahead since self-insuring 3 years ago. Becky thanked all of the volunteers who helped with the clean-up.

6. Committee Reports-

Clubhouse-The clubhouse and laundry room will be power washed Tuesday, November 7.

Compliance-Ian Killen reports there is nothing for now.

Dock-Bud Suter reports that all is fine

Library- Wendy Harris recently cleaned the bookshelves and rearranged the books.

Pool-Heater is on. Pool has not been covered yet.

Entertainment and Special Events -Per Bev Copeland, we have $2887.43 in the account. Sunshine- Sari Perlstein is still doing this.

Pancake Breakfasts- We are planning to resume the breakfasts in January.

Rules-The new rules voted on in April are being revised.

7. Treasurer’s Report- Copeland reported that, as of the end of October, we have a loan balance of $20,743, $98,629 in Reserves, and $26,669 in the Operating Account. We do not have to raise the maintenance fee in 2024.

8. Election and Annual Meeting- It was announced that the annual meeting will be held on January 10 and that the Board will have 4 vacancies. The Notice of Intent to Run will be going out today via email.

9. Adjournment- Stock moved and Copeland seconded that the meeting be adjourned. All were in favor. Meeting adjourned at 10:16 am.

Submitted November 7, 2023.

Jean Stock

Secretary, Crystal Bay Travel Park, Inc.

Approved\_\_\_\_\_\_\_Jean Stock\_\_\_\_\_\_\_\_\_Date\_\_\_\_12-04-2023\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Jerry Dunlap, President