

## Minutes

### Southern Point Shores Homeowners Association Annual Meeting

October 19<sup>th</sup> 2014

1pm

Conducted at the home of Carole Ramos and Patty Catanzariti

Present:

Carol Ramos/President

Patty Catanzariti

Cheryl Myers

Ellen Barag

Bill Krause

Pam Schaefer/Secretary

Present by Phone:

Lela DeBabtiste/Treasurer

Michael Maupin/Vice President

Lisa Roddis

Charity Farrell

Linda White

A Quorum is present

At 1pm on Oct. 19<sup>th</sup> 2014 the Home Owners Association of Southern Point Shores conducted their annual HOA meeting. Carole Ramos President of the HOA called the meeting to order and proceeded to discuss the items that were set forth in the agenda which was provided via email to all members.

1. Carole informed the members that Carole, Michael and Pam had a telephonic board Meeting on 10/15 at 7pm to discuss the proposed agenda items in preparation for the annual meeting. In doing so Carole mentioned the need to go over the Deed Restrictions, letters of incorporation, by laws and other policies and procedures to ascertain if any updating or changes were needed moving forward. It was decided that The SPSHOA annual meeting be changed from Jan to October at which time the annual dues would be due. An email would be sent to all members in the early part of September to remind each member of the dues and due date (1<sup>st</sup> Sunday in

Oct). On a side note, Carole informed us that Kelly Wells has been filing the HOA's tax returns at no additional charge to the HOA.

2. Carole then discussed the 2 membership classes that our HOA fall under. There are 11 lot owners who are currently members of the SPSHOA (class A membership) and 5 lot owners who are not technically members of SPS HOA. A few years back these 5 lot owners were offered 2 options for membership in our community Class A and Class B. Class A was a full membership in the HOA at the cost of \$1500.00. As an attempt to entice membership the Class B was offered at a reduced rate of \$1000.00. The class B membership did not actually adjoin the lot owners into SPSHOA and therefore does not compel them to abide by the deed restrictions and by laws set forth by the HOA. The 5 non- member lot owners are, Todd Haze, Lucinda Bunting, Larry Leese, Dawn Wells and Linda and Tom White. Tom and Linda White were the only nonmembers to sign the HOA A membership agreement and have since joined the HOA. The other 4 nonmembers have paid the \$1000.00 b rate (w/ the exception of L Bunting) and have also contributed to the special assessments for road repairs and gate issues. Larry Leese owns 2 lots but is only paying for 1 membership. It was suggested by Carole that Larry Leese can continue to pay for only 1 membership but should he sell 2 lots that each new owner be compelled to become full members. It was also suggested that Larry Leese only have 1 vote at this time.
3. Carole stressed the importance of having all lot owners join the HOA as full members so that the entire community can be guided and abide by the same policies and procedures in a more consistent and harmonious manner so that the community vision can be achieved. In addition, having all 16 lot owners' members of the HOA will greatly enhance the value of our properties. It was therefore decided to combine the 2 membership agreements and invite the 4 remaining nonmembers to join. **Patti Cantanzariti moved for a motion to combine the agreements inviting all lot owners to become full members of SPSHOA..Ellen Barag seconded the motion. All were in agreement.**
4. Carole then went on to discuss the need to clarify some operating procedures and to make them part of the bylaws of the HOA. She stated that the board of SPSHOA has the duty to update, amend, review the bylaws, deed restrictions, policies and procedures and then to promote members to adhere and abide by them so that we all can live in a harmonious and attractive residential community. ..and it is important to know that these By-laws and Deed restrictions are legally binding. Ellen voiced her concerns that she did not want the board to have the ability to add new "deed restrictions" and to only make clarification or instructions to the bylaws or deed restrictions that were already in place. Carole concurred and explained that this was indeed meant as an addendum to the current by laws/deed restrictions for clarification and instructional purposes. For instance, Carole mentioned the need and recommendation that the gate codes be changed yearly and will be added to the policies and procedures. Michael Maupin also concurred.
5. Carole then asked Lela DeBaptiste to give the Association members a financial report for 2013/2014(the actual report will be emailed when completed). Last year income \$2200.00 expenses: \$620.00 phone/long distance \$1277.00 for insurance. Net income \$300.00. This year's checks currently being collected and totaled. Phone \$342.00 Insurance\$1347.00. Carol sent 7 checks to Lela @250.00 ea. Lisa and Bill gave check today for \$250.00 ea. Haven't

received anything from Mark Wells yet but he performed some work on the road and has not submitted any bills. Carole suggested that we subtract any monies owed to him for work performed from his dues. Cheryl opposed doing it that way and said that it would be cleaner to ask him to submit his bill and for Lela to solicit him for his dues separately. Carol and Patti also need to be reimbursed for monies spent on gate repair etc. They will submit bill to Lela.

6. Road condition/repairs: Pot holes and erosion in road need to be addressed. Carol got a price of \$400.00 for a full load of crushed clam shells and to fix road. A discussion ensued about the need to maintain the road on a more regular basis and it was suggested by Pam that we have a quarterly or bi yearly maintenance plan for the road so it "doesn't get away" from us. Carole gave the option to have the road paved for \$30,000.00. Not all were in favor of this option and were more inclined to go with a bi yearly maintenance plan to maintain the clam shell road. It was also suggested that a special assessment may be in order for this or to raise the dues to \$500.00. **Patty Catanzariti made a motion to fix the road for \$400.00 and look to have a bi yearly maintenance plan. Cheryl Myers seconded the motion. All were in agreement.**
7. Gate issues and maintenance: Carole keeps surge protectors for the gate on hand as they blow every now and then. The pedestrian latch has broken twice and repaired twice. Some home owners noted that the key pad needs to be set in concrete it is very wobbly when trying to push the buttons. Carol stressed the importance of keeping children off the gate as it is very dangerous for the children but also can cause damage to the gate. It was decided that a letter needs to be drafted and delivered to the neighbors with children in the 2 houses closest to the outside of the gate, kindly warning them of the dangers and our liability of playing on and around the gate. Cheryl brought up that before a letter is sent that Carole should ask Mark Wells to provide the Association with written proof that he secured the proper approvals and permits for the erection of the gate. It was brought to Lisa Roddis attention that the family closest to the gate implied that the gate is on their property. Therefore the Association needs to produce and keep in our records the legal docs clearing us on this issue before a letter is sent. Michael volunteered to compose the letter. **Pam Schaefer made the motion for Carole to secure the proper documentation from Mark and for Michael to compose the letter to the neighbors and that said letter will not be sent until proper docs are obtained. Ellen Barag seconded the motion. All were in agreement**
8. Carole announced that all members' gate codes will be changed on a yearly basis. Special gate codes for deliveries and construction workers etc. can be provided to members as requested. This policy is made in an effort to keep the community safe. Visitors and Guests of members should use the keypad at the gate. Simply scroll down to name and press corresponding number. The home owner can then press 9 on their phones to let guest/visitor in. These instructions will be available in the policies and procedures as previously mentioned that will be part of the bylaws. An email will be sent to all requesting new gate codes. Please use gate code 7711 for emergency services/police also please give this code to your security companies.
9. Carole made it known about her concerns of non SPS residents walking through our neighborhood uninvited. She stated that she did not feel safe and felt very uncomfortable and asked that we not have our Bay Avenue friends continue this practice unless they were coming to deliver something or paying a visit to a home owner. No one else present offered the same

concerns with Carole on the topic but all were in agreement that we did not want Carole to be uncomfortable and all would make an effort to dissuade their friends from freely taking walks in our neighborhood without the consent and or knowledge of the homeowner.

- 10. Elections of officers:** Officers will be up for election/nomination yearly. Carole Ramos will remain President, Michael Maupin will remain Vice President, Pam Schaefer will remain Secretary. **Lela is surrendering her position as Treasurer and made a motion to nominate Pat Catanzariti to replace her as Treasurer and to have all other officers remain in their positions. Pam seconded the motion. All were in agreement.**
- 11. Cheryl made a motion that when Pat Catanzariti becomes the new Treasure in January for her to review the Treasury information and decide whether an increase in HOA dues is needed. Cheryl suggested that the dues increase to \$500.00 per year. Pam Schaefer seconded the motion. All were in agreement**
12. Carole announced that Bill Krause was elected the new Mayor of Slaughter Beach in July 2014.
- 13. Cheryl Myers made a motion to adjourn the meeting at about 330pm. Ellen Barag seconded the motion.**

Respectfully submitted by,

Pamela M Schaefer

Secretary

Southern Point Shores Homeowners Association