

**Shorewood Estates Civic Association (SECA)
Board of Directors Meeting
March 15, 2017 at the Righi's Home**

Kim called the meeting to order at 5:35PM

Attendees: Kim Righi, Sueann Hall, Ann Vogt, Linda Gaydos, Jeff Russell, Brian Chick, Jason Conner, Bill Irish

Agenda Items:

- Welcome
- Treasurer's Report
- Spring Clean-Up
- Insurance Policy
- Land Transfer
- Bylaws
- Sign
- Mailboxes
- Action Items

Ann distributed SECA Treasurer's Report

- Dock Account Balance = \$16,148.05 (as of 3/15)
- General Account Balance = \$13,723.77 (as of 3/15)
- Dock Slip balance for lottery winners was due March 1 but several folks are delinquent; Bill will follow-up w/ those who have not yet paid
- Annual Budget – Bylaws state we need to discuss budget yearly

2016 General Account	Income	Expenses
Dues	\$6800.00	
Website		\$ 342.24
Insurance		1115.00
Tree and Beach Clean-up		1268.58
Mowing		1385.00
Picnic		175.04
Total	\$6800.00	\$4285.86
2016 Dock Account		
Slip Fees	\$4200.00	
Repairs		\$ 625.00
Site Work		1200.00
Total	\$4200.00	\$1825.00

- 2017 Budget Considerations
 - Need to replenish sand at Anchorage Beach; Mega-Materials delivered dump truck load of sand 2 years ago for about \$300; Jason will get pricing and available delivery dates
 - Need to replace some planks at boat dock
 - Need to assess canoe/kayak racks for repairs

Spring Clean-Up:

- Boat Dock – Some planks need replacing; Piling cap paint from Fall Work Party still looks good
- Canoe/Kayak Racks at Anchorage Beach and Boat Dock
 - Need to assess general condition of racks, and repair as necessary
 - Trim foliage from around racks for better access
 - Racks are full of canoes/kayaks some of which are not used – determine whether additional racks are needed, and whether any boats are abandoned
 - Many boats are padlocked to rack – need to know who owns boats in case something happens so we can contact owners
 - Consider numbering 'spaces' on racks to help identify boats and owners

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- Consider complimentary boat storage on racks for SECA Members, and charge nominal fee (perhaps \$25/year?) for non-members
- Linda and Kim will draft an e-mail notice to community (prior to the Spring Cleanup notice) to ask folks to identify/claim their boats and remove them before Spring Clean-Up until racks can be assessed and repaired
- If boats are not identified and claimed before Community Picnic in September, consider auctioning those boats at the Picnic
- Spring Clean-Up date – Saturday May 6 at 9AM (rain date May 13) – Linda and Kim will draft a notice for SECA members
- Jason will schedule sand delivery for Beach after Clean-Up and before Memorial Day

Insurance Policy:

- State Farm is insurer and Hank Starkey is our agent – Needs (D&O) Directors and Officers contact information
- Tidal wave and ice/freezing are not covered losses (it's \$2500 to cover those items); Otherwise policy and deductibles are inline w/ what is expected; Docks are also not covered (typical of policies for similar situations)
- Jason recommends to keep policy as is – even if land transfer occurs
- Coverage description needs to be more accurately defined and in writing; Needs to use 'dock' in description. Jason will get the policy updated to reflect this
- Jason will distribute a copy of policy to Board Members in case Hank needs to contact someone
- D&O = \$1M (Standard); Liability = \$1M (Injury covered under general liability)
- If SECA owns common areas, is a different policy needed? No

Land Transfer:

- Board Members continue to research and gather information/recommendations regarding common areas and right of ways in our community based on the conversation Jeff Russell had w/ Bob Hodges that he shared at the Annual Meeting
- Ultimately we want to protect Shorewood Estates property owners and Civic Association along w/ access to common areas and right of ways
- Any activity or decisions will be in consult w/ an attorney and all Shorewood landowners

Bylaws:

- Kim will send Bylaws to Board Members to review (discussion tabled until next meeting)
- Previous concern w/ accuracy of financial accounts that led to 2 signatures for every check from SECA; Former past-presidents Dan Buyse and Bill Berghaus are currently providing 2nd signatures but are no longer Board Members
- Second signature should consist of then current Board Officers (President, Vice President, Secretary, Past-President)
- Kim and Ann will follow up with People's bank to get current officers as signers on account.

Sign:

- Need property owner's (Bob Hodge) permission to erect a permanent 'Shorewood Estates' sign on Shorewood Rd; Jeff will talk to Bob and will provide specifics about intended sign. Sueann will provide details about a permanent sign design
Sueann & Brian will post community events signs and will continue using the current sandwich board' style sign for now.

Mailboxes:

- Follow-up from Annual Meeting – Linda sent e-mails to property owners on private roads (Duck Hollow and Sassafras Rd); All owners from Sassafras Rd responded and agreed to grouped mailboxes on a common rail system similar to those on other private roads (Swantown Creek Rd, Pineywood Rd, and Anchorage Lane); Still waiting for responses from all owners on Duck Hollow

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- Both Duck Hollow and Sassafras Rds have 2 mailboxes that are Shorewood Rd addresses; Those owners will be contacted by Board members and will be given the choice of joining the common rail system or moving their mailbox to their property
- Kim will contact Sam Boyle and Troy Haynes; Jason will contact Jim Pileggi; Jeff will contact Jan Tone and local Postmaster; Linda will contact Jacksons and Karen Palmer

Ann motioned to adjourn meeting; Jeff 2nd motion; All present agreed w/ 'aye'
Kim adjourned the Meeting at 7:20PM

Action Items

#	Action Item	Responsible Party	Status / Comment
1	Follow-up w/ Dock Lottery winners for balance payment	Bill Irish	Open 03/15
2	Obtain pricing and available delivery dates for sand from Mega-Materials for Anchorage Beach	Jason Conner	Open 03/15
3	Draft and send e-mail notice to community prior to Spring Clean-Up asking folks to identify and remove their boats from the racks prior to Spring Clean-Up	Linda Gaydos, Kim Righi	Open 03/15
4	Draft e-mail notice announcing Spring Clean-Up	Linda Gaydos, Kim Righi	Open 03/15
5	Schedule sand delivery for Beach after Clean-up and before Memorial Day weekend	Jason Conner	Open 03/15
6	Obtain update to Insurance Policy to more accurately define and reflect 'dock' in description	Jason Conner	Open 03/15
7	Distribute highlighted copy of Insurance Policy to Board	Jason Conner	Open 03/15
8	Send Bylaws to Board to review	Kim Righi	Open 03/15
9	Follow-up w/ People's Bank to include all current Board Officers as 2 nd signature on Shorewood Estates account	Kim Righi, Ann Vogt	Open 03/15
10	Provide details, e.g., size, materials, etc., to Jeff Russell about intended permanent Shorewood Estates sign; Ask Bob Hodge about erecting sign on his property	Sueann Hall, Jeff Russell	Open 03/15
11	Post notices announcing Community Events on event sign board prior to each event	Sueann Hall, Brian Chick	On-going 03/15
12	Follow-up w/ property owners on Duck Hollow, Sassafras Rd, and Shorewood Rd regarding private road mailboxes	Kim Righi, Jason Conner, Linda Gaydos, Jeff Russell	Open 03/15
13	Contact local Postmaster regarding mailboxes	Jeff Russell	Open 03/15

Respectfully submitted,

Linda Gaydos
SECA Secretary