

**Shorewood Estates Civic Association (SECA)
Board of Directors Meeting
June 26, 2017 at the Righi's Home**

Kim called the meeting to order at 6:05PM

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

Agenda Items:

- Welcome
- Land Transfer – Attorney Memo and Recommendations
- Anchorage Lane Community Property Encroachment
- SECA Treasurer Vacancy
- Anchorage Beach Sand and General Maintenance
- Common Rail Mailboxes
- 2017 Picnic Chair and Committee
- New Business
- Action Items

Land Transfer – Attorney Memo and Recommendations

- SECA is not considered a Homeowners Association (HOA); It is considered a Civic Association, therefore the Board and its members can make decisions under the rules and guidelines of our current Bylaws; If SECA was a Homeowners Association any and all decisions involving the homeowners would need a 100% participation
- Changing SECA into an HOA would require 100% unanimous vote of all landowners
- SECA as a Civic Association can acquire property
- Any common property acquired and owned by SECA would still need to allow all homeowners access to common property
- Land that currently houses the airstrip can be sub-divided; What is not clear (and would need further review) is whether that land, if developed, would become part of Shorewood Estates and would have access to common areas
- Last ruling in 1991 judgement stated that the current plat is the 'Final Subdivision' and it shows the airstrip property only as 'Future Development'; This would need further investigation, but by all accounts at this time, Shorewood Estates is complete; A title abstract would allow us to determine if this land was even considered part of Shorewood Estates
- Finally, the attorney suggested we obtain further information about ownership of waterfront property and liability; Currently, SECA has a liability policy in place – nothing would need to change for insurance purposes
- Jeff Russell will talk w/ Bob and Elizabeth Hodge to ask about their intentions of transferring the common areas to SECA

Anchorage Lane Common Area Encroachment

- Jack Kennedy built a fence and gate on property adjacent to his that encroaches on the Anchorage Lane common area owned by Bob Hodge; Jack sent a letter to Bob Hodge and SECA stating the reason for the gate/fence was to stop further parking and trespassing on his land; He proposed an agreement to Bob for a renewable ten-year lease paying \$5K to SECA for each 10 year lease period plus his continued maintenance of the Anchorage Lane shrubbery (of which he has maintained without cost to SECA for many years)
- Board Members reviewed Jack's letter and fence/gate position, and voted to recommend that the Hodge family consider Jack's lease proposal
- Motion by Jeff to recommend Kennedy lease proposal; Bill 2nd motion; All present agreed w/ 'aye'

SECA Treasurer Vacancy

- Linda, Kim, and Sueann will tag team Treasurer responsibilities for remainder of this year unless someone volunteers to join the Board as Treasurer
- Need to inform Community that Ann resigned; Based on Bylaws, ask if any SECA Member is interested in being appointed to fulfill Treasurer position for remainder of this year

**Shorewood Estates Civic Association (SECA)
Board of Directors Meeting
June 26, 2017 at the Righi's Home**

- Ask People's Bank to reconcile accounts and set-up electronic banking; Merge General and Dock checking accounts then convert one into an interest-bearing savings account; It was noted that the accounts had been used interchangeably over past several years
- Motion by Sueann to combine Dock and General Accounts and open interest-bearing account; Jeff 2nd motion; All present agreed w/ 'aye'
- We will send Ann a thank you card from Board Members w/ VISA Gift Card – each Board Member agreed to contribute cash personally so no SECA money is used

Anchorage Beach Sand and General Maintenance

- Update – need another truckload of sand as 1st one was not enough; Sand is flushing out between 'cement blocks'
- Suggestions were to build-up blocks w/ fabric to help sand from flushing out, and build rip-rap w/ rock
- Obtain 2nd truckload of sand and determine what to do next Spring; Kim will check with county to make sure putting sand at beach is permissible
- Large branch fell at Anchorage Beach near picnic tables and a large section is still partially hanging; Concern w/ upcoming Holiday and folks using Beach; Brian offered to check tree branch, and cut up/remove for firewood
- Kim confirmed with Travis that we want him to maintain Beach Hill
- Kayak/canoe rack storage at Anchorage Beach is full; Boat dock storage racks are not full; Rack space at Anchorage – can move a rack from Dock to Beach if needed or build another rack; No one in the Community has asked for additional space; Tabled until a need for a new rack is identified

Common Rail Mailboxes

- Friedrich is ready to make new common rail system for mailboxes at Sassafras Rd and Duck Hollow Dr
- Will return old mailboxes to owners when new systems are built

2017 Picnic Chair and Committee

- Debbie Reed and Linda Gaydos volunteered to co-chair; Linda will confirm Debbie's participation
- Brian Chick offered to donate meat for Picnic
- Date – Saturday 9/16 w/ rain date Sunday 9/17 or Saturday/Sunday 9/23 and 9/24

Action Items

- Review open Items and new items

Sueann motioned to adjourn meeting; Bill 2nd motion; All present agreed w/ 'aye'
Kim adjourned the Meeting at 7:40PM

Action Items

#	Action Item	Responsible Party	Status / Comment
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
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

**Shorewood Estates Civic Association (SECA)
Board of Directors Meeting
June 26, 2017 at the Righi's Home**

#	Action Item	Responsible Party	Status / Comment
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 Sassafras Rd final approval received 4/2
13	Contact local Postmaster regarding mailboxes	Jeff Russell	Open 03/15
14	Ask Bob Hodge about his intentions for his common area property; Required documents could include Title Search	Jeff Russell	Open 6/26
15	Communicate w/ Bob Hodge that Jack Kennedy land lease offer is SECA's recommendation	Jeff Russell	Open 6/26
16	Send letter response to Kennedy's after Jeff talks w/ Bob Hodge and receives Bob's final decision	Kim Righi	Open 6/26
17	Obtain 2 nd load of sand	Jason Conner	Open 6/26
19	Ask Kent County whether sanding our beach is allowed	Kim Righi	Open 6/26
1	Follow-up w/ Dock Lottery winners for balance payment	Bill Irish	Open 03/15 Completed 4/15
2	Obtain pricing and available delivery dates for sand from Mega-Materials for Anchorage Beach	Jason Conner	Open 03/15 Completed 5/14
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 Completed 4/5
4	Draft e-mail notice announcing Spring Clean-Up	Linda Gaydos, Kim Righi	Open 03/15 Completed 4/4
5	Schedule sand delivery for Beach after Clean-up and before Memorial Day weekend	Jason Conner	Open 03/15 Completed 5/14
9	Follow-up w/ People's Bank to include all current Board Officers as 2 nd signature on Shorewood Estates account	Kim Righi, Sueann Hall, Ann Vogt, Linda Gaydos	Open 03/15 Completed 5/10
18	Gift card for Ann Vogt	Kim Righi	Open 6/26 Completed 6/30

Respectfully submitted,

Linda Gaydos
SECA Secretary