

SNUG HARBOR PROPERTY OWNERS ASSOCIATION

Minutes of April 8th, 2023 Board of Governors Monthly Meeting

1. **Call to Order:** The Board meeting was convened by Mrs. Cacace-Beshears, the President, at 9:00 AM on April 8th, 2023.
2. **Members Present:** The following board members were present: Mr. Baker, Mrs. Beyer, Mrs. Cacace-Beshears, Mrs. Ferguson, Mr. Taylor, Ms. Tilghman and Mr. John Williams, **comprising a quorum.** Ms. Camilleri and Ms. Revell were not present with excused absences.
3. **Invocation:** Mrs. Ferguson provided the invocation.
4. **Pledge of Allegiance:** Mr. Williams led the Pledge of Allegiance.
5. **Welcome Members and Guests:** Mrs. Cacace-Beshears welcomed SHPOA members.
6. **Additions/Deletions/Approval of Agenda:** Mrs. Cacace-Beshears
7. **Board Actions:**
 - a. Motion to approve letter to parents of boys who vandalized the Little Library
 - b. Motion to approve updated changes to the Board of Governors Handbook
 - c. Motion to approve change in Document retention and destruction process from 4 to 5 years for past records to be kept in file
 - d. Motion to waive of late fee on fine on lot N5
 - e. Motion to approve the purchase of up to \$350 for an edger.
 - f. Motion to waive late fee for lot H80
8. **Approval of Minutes:** The minutes for the March 11th, 2023 Board of Governors Meeting were approved.
9. **Aesthetic/Architecture Hearings:** none.
10. **Motions made, seconded, discussed and approved/disapproved at the April 8th, 2023 BOG Monthly Meeting:** (All votes are held by the Secretary should anyone want to know who voted which way.) Unanimous votes are made by only the board members present, and the President now votes on all motions.
 - A. **A motion was made by Mr. Taylor, seconded by Mrs. Ferguson, to accept the new Employee Handbook, which passed unanimously.**
11. **Committee Monthly Reports:**
 - A. **President:** No report.
 - B. **Treasurer:** See report. Mrs. Ferguson reviewed the monthly budget with everyone. Mrs. Ferguson reported an additional \$5,000 had been moved into a CD at the bank which has a 4% interest rate.
 - C. **Secretary/Office:** No report.
 - D. **Policy/Procedures:** Mrs. Cacace-Beshears reported the board is continuing to work on policies and procedures. The board discussed the new Employee Handbook (see **Number 10, Item A. above**).

- E. **Legal:** Mr. Taylor reported he and Ms. Revell had met with the attorney regarding upcoming foreclosures.
- F. **Maintenance/Camping Section:** Mr. Williams reported that the pool is being prepped for the new season and the inspection is set for May 23rd.
- G. **Pool/Park:** Ms. Tilghman reported the pool is set for inspection on May 23rd and should open on Memorial Day weekend. There have been 222 pool tags sold so far.
- H. **Aesthetics Committee:** No report.
- I. **Architecture Committee:** Mr. Baker reported he had received 2 architectural permits for new houses being built. Mr. Baker thanked everyone for all they do in upkeeping their homes and reminded everyone to go through the proper process in doing updates.
- J. **Communication Committee:** Mr. Taylor reported the latest newsletter will be mailed in the next week.
- K. **Community Affairs:** Mr. Taylor reported there were 2 property transfers in Snug Harbor in March. Mr. Taylor also reported on the vandalism with the little library in front of the clubhouse; the board met with the parents and the kids involved will participate in an Adopt a Highway clean up day before they are allowed on common property again. Mr. Taylor informed everyone the next Adopt a Highway will be on April 15th. Mr. Taylor discussed the 4th of July event at the park and he encouraged everyone to participate in the boat parade.
- L. **Civic League:** Mrs. Beyer informed everyone of the upcoming Civic League events; Easter Egg Hunt today at 11:00 and Pot-luck dinner at 5:00 at the clubhouse, May 27th pool opening day bbq, and Fourth of July celebration on July 1st. Mrs. Beyer encouraged everyone to help out and be a part of Civic League.

** All reports were motioned, seconded, and voted unanimously for acceptance.**

12. Correspondence: none.

13. Unfinished Business: none.

14. New Business: none.

15. Comments from the Floor: Karen Giles reminded everyone of the Sunrise Service on April 9th at the clubhouse. Mrs. Beyer thanked the church for their help with the Easter Egg Hunt.

16. Announcements:

- a. Civic League/Snug Harbor Church Easter Egg Hunt, Saturday, April 8th, 11:00, Clubhouse
- b. Civic League Pot Luck Dinner, Saturday, April 8th 5-7PM, Clubhouse
- c. Sunrise Service, Sunday, April 9th 7:00AM, Clubhouse

17. Next BOG Meeting Date: Saturday, May 13th, 2023, 9:00AM, at Clubhouse

18. Next Scheduled Work Meeting Date: Wednesday, April 26th, 2023, at 6:00 PM, at Clubhouse

19. Meeting Adjourned: Meeting adjourned at 9:20AM by Mrs. Cacace-Beshears, President.

Christine Camilleri
Secretary, SHPOA

Board Member's endorsements:

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_____	_____	_____	_____