

SNUG HARBOR PROPERTY OWNERS ASSOCIATION
Minutes of October 8th, 2022 Board of Governors Monthly Meeting

1. **Call to Order:** The Board meeting was convened by Mr. Chris Taylor, the Vice-President, at 9:00 AM on October 8th, 2022.
2. **Members Present:** The following board members were present: Mr. Baker, Mrs. Beyer, Ms. Camilleri, Mr. Taylor, and Mr. Williams, **comprising a quorum.** Mrs. Cacace-Beshears, Mrs. Ferguson and Mr. Lowry were not present with excused absences.
3. **Invocation:** Mr. Taylor provided the invocation.
4. **Pledge of Allegiance:** Mr. Williams led the Pledge of Allegiance.
5. **Welcome Members and Guests:** Mr. Chris Taylor welcomed SHPOA members.
6. **Additions/Deletions/Approval of Agenda:** Mr. Chris Taylor
7. **Board Actions:**
 - a. Motion to approve the use of live streaming and to archive the meetings.
 - b. Motion to approve Bertie HVAC to do the clubhouse HVAC system.
 - c. Motion to approve Ryan Moore reroof the A-Section Park, Comfort Station in P-Section, Maintenance Building, Pool pump house and the kiosk.
 - d. Motion to the Emergency Funds (\$70,300) set aside to be put in another Money Market Bank account.
 - e. Motion for use of current Maintenance Account to be used for the Project account.
 - f. Motion to approve drug testing to be administered to employees if there is an accident or there is suspicion of drug use, not to be administered at time of hire.
 - g. Motion for the Project budget of \$75,000 for 2023 approved.
 - h. Motion for the Budget for 2023 approved for presentation at the Annual meeting.
 - i. Motion to send H43 a 60 day letter about white goods on porch.
 - j. Motion to send P42 a 60 day letter about gate height.
 - k. Motion to approve no more than \$700 to be used if the switch from Quickbooks Pro to Quickbooks Online.
 - l. Motion to approve workgroup meetings to meet on November 19 and December 17.
 - m. Motion to request a board member step down from the board.
8. **Approval of Minutes:** The minutes for the September 10th, 2022 Board of Governors Meeting were approved.
9. **Aesthetic/Architecture Hearings:** none.
10. **Motions made, seconded, discussed and approved/disapproved at the October 8th, 2022 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. **none.**
11. **Committee Monthly Reports:**
 - A. **President:** Mr. Taylor informed everyone that Mrs. Cacace-Beshears and Marina Taylor had been working on the Database to Quickbooks transition.
 - B. **Treasurer:** See report.

- C. **Secretary/Office:** Ms. Camilleri reported she had filed 5 lien reversals at the courthouse and taken certified mail to the post office.
- D. **Policy/Procedures:** No report.
- E. **Legal:** Mr. Taylor reported that we were contacted by the owners of the house across from the clubhouse about a possible donation of the property.
- F. **Maintenance/Camping Section:** Mr. Williams reported we have a roofer contracted for the comfort station, A-section park, and maintenance building. Mr. Williams also reported we have a HVAC contractor to do the clubhouse and he is hoping to have that completed by the annual meeting. Mr. Williams reported he is planning some renovations to the comfort station, along with the clubhouse. Mr. Williams informed everyone that he and Mr. Lowry would be meeting with DOT to determine which roads they would be taking over which would help with the maintenance budget. Mr. Williams shared pictures of all the projects that Christine, the maintenance worker had been working on.
- G. **Pool/Park:** Mrs. Beyer wanted to thank Peggy, Christine, Tonya, Karen and Janet again for their hard work with the pool and park this season.
- H. **Aesthetics Committee:** none.
- I. **Architecture Committee:** Mr. Baker reported he had approved 2 architectural applications this past month. He reminded everyone of the updates to the new architectural policy.
- J. **Communication Committee:** Mrs. Beyer reported that the newsletter will be printed over the weekend and should be mailed on Monday. Mrs. Beyer informed everyone there were 4 submissions for board candidates and she reviewed the voting process. Mrs. Beyer shared updates that had been done to the website by Ernie Blair and she encouraged everyone to check it out. Mr. Taylor and Mrs. Beyer also recognized Zack Unkenholz for his hard work on the newsletter.
- K. **Community Affairs:** Mr. Taylor reported there were 4 property transfers in Snug Harbor this past month. Mr. Taylor informed everyone of the last Adopt A Highway clean up day of the year on October 15th and of Snug Harbor Safety Day on October 22nd.
- L. **Civic League:** Mrs. Beyer shared upcoming Civic League events (see below).

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

12. Correspondence: none.

13. Unfinished Business: none.

14. New Business:

A. None.

15. Comments from the Floor: Tim Williams recognized Christine Camilleri for the great job she is doing in maintenance; he suggested that P-section have the same rules as every other section. Brenda Kelly presented an Adopt A Highway certificate she had received for Snug Harbor; she also asked if anyone would be interested in Adopt A Highway t-shirts she is ordering. Roberta Orts thanked Christine, her daughter and Darryl for their work in cleaning up the tennis courts.

16. Announcements:

- a. Snug Harbor Safety Day; Saturday, October 22nd, 9:00AM, Clubhouse
- b. Civic League Trunk or Treat; Saturday, October 22nd, 6-8PM, Clubhouse

17. Annual Meeting: Saturday, November 12, 2022, 9:00AM, at Clubhouse

18. Next BOG Meeting Date: Saturday, December 10th, 2022, 9:00AM, at Clubhouse

19. Next Scheduled Work Meeting Date: Saturday, October 22nd, 2022, at 2:00PM, at Clubhouse

20. Meeting Adjourned: Meeting adjourned at 9:36AM by Mr. Chris Taylor, Vice-President.

Christine Camilleri
Secretary, SHPOA

Board Member's endorsements:

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_____	_____	_____	_____