

SNUG HARBOR PROPERTY OWNERS ASSOCIATION

Minutes of November 9th , 2024 Board of Governors Annual Membership Meeting

1. **Call to Order:** The Board meeting was convened by Mr. Chris Taylor, the Vice President, at 9:19 on November 9, 2025.
2. **Members Present:** The following Board members were present: Mr. Jeff Baker, Ms. Christine Camilleri, Mrs. Nancye Ferguson, Mrs. Tracy Kenyon, Ms. Roberta Orts, Ms. Joan Revell, Mr. Taylor, and Ms. Peggy Tilghman, **comprising a quorum.**
3. **Invocation:** Mrs. Ferguson
4. **Pledge of Allegiance:** Mr. Jeff Baker
5. **Welcome Members and Guests:** Mr. Chris Taylor
6. **Additions / Deletions / Approval of Agenda:** Mr. Chris Taylor
7. **Approval of Minutes** (November 11th , 2023 Annual Meeting) The minutes for the November 11th , 2023 Board of Governors Meeting were approved.
8. **Introductions / Annual Reports:**
 - A. **Aesthetics** - Mrs. Kenyon - Over the course of 2024 the following are aesthetics items:
 - a. Grass – 11; Debris/trash/junk – 28; Inoperable vehicle – 2; Structural – 4; White goods – 12; Skirting –4; Tarps on roof -6;
 - b. Current number of fines 7 5
 - B. **Architecture** – Mr. Jeff Baker - Over the course of 2024 the following is a summary of Architecture Items: 7 are carried over from 2023: Requests 22; Completed 7; Active 7; Not Started 6; Not Approved 1
 - C. **Communications** – Mr. Chris Taylor - Approved new logo for Snug Harbor; New sign placements at the Clubhouse, parking lot and 4 boat ramps; New swim at your own risk for A-Park; addition of wording “Property Owners Association” on entrance sign; approved boat ramp policy and use of placard and window decal; 77 boats registered; donation \$150 for Bethel Fire Department; tried to re-implement Community Watch Program; added QR code agenda; collected 222 emails.
 - D. **Community Affairs** – Mr. Chris Taylor - Property Transfers: 43 for year so far; Adopt A Highway collected 54 bags of trash, and dates are set for 2025; Health Care Fair June with over a dozen Healthcare Organizations; Medical Equipment Loaner Program - inventory grew with a dozen owners taking advantage of the program; Raised over \$750 Annual BFD Toy Drive; New Bulk Mail Procedure; Second Santa Drive through; Information shared on Facebook and emailed.
 - E. **Treasurer** – Mrs. Nancye Ferguson – Presented October finance statement; approved credit card for office for reoccurring expenses; moved \$6,000 to Emergency Fund; Set up payment

plans for some members; agreed to charge interest in Dec instead of monthly; started move from PNC to FNB; working on past due accounts; Filed all taxes timely.

- F. **Legal** – Ms. Joan Revell - 34 Liens Filed – 17 new, 17 renewal 18 reversed; foreclosures slow but moving forward; looked into Claim of Judgement; status of Poplar St property.
- G. **Maintenance** – Ms. Roberta Orts - Cleaned out all the septic tanks –Clubhouse, Comfort Station and A-Park; did a deep clean of A-Park landscaping, met with CAMA to review all the bulk heads SHPOA owns; fixed the windows in the office; fixed the shutters on the clubhouse; got one bid for replacement of water lines for P-Section; updated OSHA files.
- H. **Presidents Report** – (presented by Chris Taylor on behalf of Toni Cacace-Beshears) Approved website process; Boat Ramp policy; Approved New Board Agreement; Added to the Board handbook a section on professional behavior and “When you leave the board or change positions on the board, all Snug Harbor information is to be turned over to Snug Harbor”; Added to the Staff Handbook- “Snug Harbor Property Owners Association has a zero tolerance for drug misuse.”; Policy Change - Emailing assessment reminders (notify office if still want a reminder by mail); Updated the following - procedure for processing daily pool passes; job description for Office Assistant; Document Retention and Destruction policy; Reviewed leash laws and posted Crab Pot information; Put together, updated current policies and working on a Master – Policy and Procedure notebook
- I. **Pool and Park** – Ms. Peggy Tilghman - kicked off Summer Season on May 25 with first Memorial Ceremony; followed by pool opening, serving hamburgers and hotdogs; 256 property owners and guests enjoy the use of the pool; June – 864 property owners and guests; July – 551; Aug – 454; and Sept - 28 came out before closing; 4 days closed early for thunderstorms and one day; two Birthday Parties; Water Aerobics met Mon, Wed and Fri 9-10.
Park – 327 signed in to enjoy the water, fishing, swings and picnic area. A-Park is where we host our Civic League and SHPOA Board of Governors 4th of July Celebration – with about 110 participants, starting with a Boat Parade, that had 5 participants, cookout with hamburgers, hot dogs and pot luck. To top off the day with a golf cart parade through the neighborhood.
Approved paying for the Licensed Aquatic Facility Technician Foundation Certification for two staff. Pool work, changed probes and had panel reworked, new pool vacuum. Started to gather proposals to fix the blistering in the pool. Purchased new pool furniture Hired 4 staff to work pool and park. Daily- 95 pool tags and Seasonal- 409. Thanked pool attendants - Tonya Heppard, Corinne Camilleri, Lacey Merritt, Penny Creasy for their dedication this season.
Thanks to all the residents for their support this season.
- J. **Secretary** - Mailed multiple certified letters; Liens filed and liens released at the Courthouse; Take minutes at each meeting and sign Corporate paperwork

9. Board Reports – Motion made, seconded and voted unanimously for acceptance.

10. Comments from the Members - Karen Giles had a concern about finances and how to adjust the budget for 2025. Suggested a committee to come up some ideas, Chris Taylor asked Karen to head up this committee. Gary Lowry thanked for the Meet and Greet, paperwork gathered for a lawsuit, information only, defamation lawsuit possible, asked for Crowe to be involved. Second item for Roberta about spraying streets, crews not available because of the storm to clean what is usually done in a week. Bill Gasser wants to help others, will be on a list to help mow if needed. Thanked for the major facelift at the clubhouse, and the pool staff. Brenda Kelly thanked Christine for cleaning litter off the roads (compared to 67 bags of trash

2024). Wanda Putz wanted to know if sections are still divided and do we look at them? Yes but welcome feedback from the community. Penny Norman says golf carts staff off the main road. Terry and Renata Troy wanted to know if we can do anything about a “community leash law”, their dog was torn up by a pit bull. A policy can be worked on but there is no enforcement. Call the sheriff if there is a dangerous dog. Discussion about other dogs. Question about open carry or concealed?

11. **Election Procedures** – Chris Taylor reviewed the election procedures.

12. **The Ballot:**

a. Introduction of the nominees: Joan Revell, Penny Creasy, Thomas (Brad) Wiliford and John Williams. Robyn Pomaes was on previously arranged vacation but was still very interested in serving on the board.

b. Nominations from the floor – none

C. Cast any ballots

13. **Ballot box closes** in 10 minutes after start of Recess

14. **Announcements:** Civic League Civic League Thanksgiving Dinner, Breakfast with Santa and Santa Ride through the Community.

15. **Next General Meeting** December 14th, 2024.

16. **Next Annual Membership Meeting** November 8th, 2025.

17. **Motion to Recess** to count the ballots: 10:43 AM

18. Reconvene for the results: 1:54

19. **Motion to Adjourn:** 1:55

Respectfully Submitted

Secretary, SHPOA

Board Member’s endorsements:

_____	_____	_____	_____
_____	_____	_____	_____