

Tequesta Country Club Community Association, Inc.
Board of Directors – Meeting Agenda – Jan 9, 2024 Tequesta Recreation Center

We encourage participation of all TCCCA members. Please be mindful that we must get through the agenda in an hour due to availability of the room. Therefore, we urge each attendee to limit their remarks to no more than 3 to 5 minutes per subject.

Call to order - Minutes from 11/2023

First item- vote in new board member: Justin Bosnoian

- Officially voted in

Treasurer's Report

Larry Dugan

- Audit/review; insurance renewal
- 14.5 in the account
- Accidentally bought boat key and not HOA - make sure not possible
- Water bill is high but recently cut it back to 2 days a week so that should help decrease the bill

Grounds and Maintenance

Steve Vaughn

- Benches are done; have not yet weeded - Michelle will work on the weeding; impatiens were planted - lets plant them 2 weeks earlier next year
- Sheet pile caps: Doug Gordon
 - These are needed because of liability if boats get banged up and kids/dogs stepping on it. Main objective with sheet pile caps - so no one gets hurt and boats are protected
 - Budget?
 - Options -
 - Wood with copper - one issue is that it is slippery (can use anti slip surface); lasts 5-10 yrs
 - Concrete - not cost effective and concrete that will need bumper; long term option but expensive (15-20k). We would need to fundraise for this
 - Vinyl cap- good option but will need a substrate under it (like epoxy resin but this will be hard with our piles as they swerve/are not linear)

- VersaCap
- Do we have a warranty with people that put in the pile caps? We do not want to null the warranty by drilling into it
- What about Bermuda Terrace - what did they use?
- Would we have to get more approval with army corps of engineers?
 - Could potentially make an argument of emergency repair to avoid having to jump through all the hoops
- Doug will get quotes for both concrete and wood options
 - Need to get 3-4 different bids from contractors and put together rough RFP
- Boat Ramp
 - Date for new Boat Ramp lock/key - let the dues go for a month and mid Feb we will issue the new boat ramp keys
 - Report submitted by Manny Vetti on backwash at ramp
 - Michelle will resend (if she remembers correctly it is not bad, it might be about 1 foot)
 - Marty Murphy said to let him know when it needs to be addressed and he knows a guy who does this kind of work
 - When do we think it will be a problem? Coastal was not concerned - the support is there so it shouldn't be an issue
 - The old ramp with pier support is under it
 - Mark Bolchoz also said it will not break
 - Boat Ramp: repeat offenders, boat size
 - Leaving gate unlocked
 - No stickers (Steve order stickers - red)
 - Michelle has written warnings and she has been issuing them; she will get us a copy of these
 - We will stick with warnings and emailing
- Boat Ramp Park- the depression in grass parking area
 - Plan to fill with sand from the beach and then grass will cover it up - Steve will get the landscape company to fill it in with sand
- Landscape for South Entrance - sprucing it up and replacing trees
 - Table this for February
- Electric hook up for North & Southview parks
 - We will address this in February
 - We need the electric hook ups looked at (South Gate - electrical; north gate and boat ramp - eyes might be out)
 - Michelle will get an electrician

Communications

Michelle Shearouse

- 2024 Invoicing, Newsletter, Mailing list

- Website: Justin Bosnoian
- Database Entry: Introduce Kate Gourd
- Database Management: Introduce Lisa Atz
- TCCCA Directory: Introduce Tess Owen
- New Database is set up for 2024
 - This will help make directory easier
 - How much do we want to charge for the ads?
 - 500 before but maybe ask more (as there is a high demand)
 - Inside front 1500
 - Inside back 750
 - Back 1250
 - First right of refusal? We need to think about this and get a volunteer for this
 - Expected arrival of directory is the fall
 - We need more volunteers
- Each category of STD (Seas The Day) Donors were sent emails of their free key benefit
- Membership Drive:
 - Signs were designed, ordered, and placed at front entrances and Country Club Rd (includes QR code for website)
 - New 2024 Decals are being designed and ordered (For paid members) - Michelle will contact Steve Peterson to see if he'll volunteer to deliver again this year - these decals will be yellow
 - Spring 2024 Newsletter & Invoice was designed, printed, and mailed - in mailboxes Jan 4
 - International invoices were emailed
 - Second one will go out in second week of Feb
- Membership information submitted to Justin for the website updates
- Facebook group posts for new membership info
- No Boat Ramp Keys will be distributed w/o a trailer tag # (Justin will put an alert online so he can contact people who get keys without putting in tag info)
- Michelle trained with Kate Gouery for Data Entry, she will be handling data from mail in and online membership payments, sending Thank you email to members.
- El Portal Project is complete, thank you email went to Doug Chambers and Jeremy Allen, VOT, for the great communication during the project and how well it came out. Michelle did express that there is still concern from residents regarding the depressions in the road. Mr. Chambers responded that the depressions were in the asphalt, not the base rock. Core samples were deemed good by two engineering firms. The full depth of the old asphalt was removed down to the base rock, and replaced with new asphalt that is a full depth thicker than the previous asphalt. The road sits on top of a shallow water table, only 3'-4' below grade, which over time there will be reflective cracking and settling. The application is the most reasonably practical solution based on the profile of the road, water table and assessments.
- VOT does hold contractors responsible for road repairs when damage can be proved. If a

resident sees heavy equipment damaging the roads in TCC (or village wide) take pictures and contact Public Works, 561 768 0482 Code Enforcement, or Tequesta Police Department. This info will be included on the website, Facebook, and email newsletters for 2024.

New Business:

- Bylaws review: decide on workshop for February 6th for the board and any volunteers.
 - Will plan for 1 hour on this night; review it ahead of time and make comments; would be nice as a power point
 - Bylaws
 - Customarily, a board would appoint a committee to tackle this task and bring it before the board for a first presentation, make additional revisions as necessary, have additional presentations if necessary, then, after final agreement, the Bylaw proposal would be presented and voted on at a successive meeting.
 - Since we don't have that committee, should we try and recruit some members to form a committee, (of which a few board members would also need to participate) or do you feel we can accomplish this together with each of your inputs by email and then a workshop later in January?
- Board Governance - Will discuss in February
 - We also need to include Board Governance, which is the primary responsibilities of a board member. Ours would include mandatory attendance, paid dues, performing a "job" of the board, (not just a position on the board).
 - We may also want to create an additional Legacy Board. That's a good idea to consider for former board members to provide historical and experience information as the board continues to grow. We can talk about that at the workshop.
- Insurance
 - Justin will follow up on this; will get a quote on it and we can get it together
 - Must address this in February as expires in April
- Audit - third party review
 - We need a CPA to do this - if anyone knows anyone in the neighborhood this would be helpful

Priorities for Feb - Insurance, Bylaws and board governance

Social

Laurie Brandon

Resident Input

Any Other Matters

Adjournment

2024 Board Meeting Dates: March 12; May 14; Sept 10; Nov 12 @630

- Jessie will call Wendy Schmidt at the rec center to schedule our regular board meeting dates for 2024 and for the workshop on Feb 6th