

**MARINA VILLAS ASSOCIATION
BOARD OF DIRECTORS MEETING
NOVEMBER 17, 2017**

PRESENT:

Janet Hutcheson, Elaine Rich, Gary Ferguson were present, Bob and Susan Dougherty by phone
Diane Lee and Geig Lee (FPM)

MINUTES:

A motion was made to accept the minutes of the September 8, 2017 meeting by G. Ferguson and the motion was seconded by J. Hutcheson.

FINANCIAL REPORT:

B. Dougherty discussed the budget and feels that Marina Villa's budget is strong. Transfer fees have helped substantially. Roof replacement cost are a little more than was expected.

G. Lee recommended cash left over in 2017 be transferred to the reserve. B. Dougherty stated \$12,000.00 should be kept in operating and transfer the remaining to the reserve. All agreed that the roofs should be done as soon as cash flow will allow.

B. Dougherty will publish the 2018 budget after receiving November figures.

The Board discussed the Marina Villas Insurance agent at length. E. Rich motioned to change agent as long as rates stay the same. J. Hutcheson seconded this motion and the motion carried.

CONDO ASSOCIATION MEETING:

E. Rich discussed the meeting at length. The property rental committee is in the process of reviewing all private rentals. Rich stated legal action has begun on one unit, gate passes and all amenity privileges have been revoked as well.

KKPOA owns 120 properties, 60 are designated to be built on. KKPOA is offering a discovery package for potential buyers which offers a 3 night/2 day package for \$399.00. 13% of people who buy the package actually buy in Keowee Key.

LANDSCAPING:

J. Hutcheson gave an update on landscaping. New fall plantings have been done and plants have been added on Marina Drive. New winter flowers have been planted as well.

WORK ORDERS:

G. Lee discussed several work orders that are outstanding and completed. Drainage issues have been addressed and most are completed. Currently, we are waiting on bills from subcontractors and anticipate having them soon. Unit 118 replacement of decking board and siding repair will be completed this week. Unit 336 replaced a corrugated pipe. Units 126/128- Lee stated he would be adding serge stone. Work is in progress on staircase on Cove View.

G. Lee stated walkways to storage areas have always been the owner's responsibility and if this changes he will need clear cut instructions.

TREES:

G. Lee discussed two larger trees on Cove View that need to be removed. After discussion, the Board agreed to watch and monitor trees.

ROOFS:

G. Lee stated roof installation went well and he is satisfied with the work.

FIREPLACE INSPECTIONS:

G. Ferguson stated the fireplace inspections are incomplete. Cove View still needs inspection. Ferguson will meet with the gas company on Monday to discuss issues with fireboxes not being suitable for gas and valves needed. J. Hutcheson stated letters will go out to owners after reports are complete.

NEW BUSINESS:

J. Hutcheson recommends that all owners to clean the bath exhaust fans every 3 years for safety issues.

G. Lee stated dryer vent cleaning should be performed by the HOA.

G. Lee stated gutter cleaning will be done 4 times a year, May, July and September and mid-December.

J. Hutcheson reviewed the responsibility page with the Board of Directors.

The meeting went into executive session.