

Crystal Shores Owner's Association

P.O. Box 9005

Miramar Beach, FL 32550

Minutes of Board of Directors Meeting -April 17, 2024

Call to Order – Meeting called to order by Vice President Pete Maguire at 3:10 pm at 311 Tequesta Drive, Destin, Florida.

Proof of Notice – Board Meeting Notice was posted on the Community Bulletin Board April 14 in compliance with FS 720 and our Governing Documents.

Roll Call

Directors Present: Gail Walker, Rob Durrett, Pete Maguire and Keith Poch - all via Video Conference

Directors Absent: Cathi Galpin

Others Present: Jeff Robinson, Association Manager

Establishment of Quorum – With four Board members present, a quorum was established according to and in compliance with Florida Statute 720 and our Governing Documents.

Approval of Previous Meeting Minutes – A motion was made by Rob Durrett and seconded by Keith Poch to approve the Minutes of the March 13 Board Meeting. The motion was approved unanimously.

Financial Report – March 31 Profit & Loss Statement and Balance Sheet were reviewed and discussed.

Unfinished Business

(a) Beach Access Removal Status– City Permit department is awaiting additional information.

(b) Scenic 98 Perimeter Fence Project Status –The following motion was made by Rob Durrett and seconded by Pete Maguire:

Cancel current Permit Application for fence replacement project, pay Contractor for time spent on permit application, revise project to include extensive repair/maintenance of entire fence to replace damaged/missing fence components. Obtain two bids for the fence repair/maintenance project. Obtain separate quotes for repairing gates.

The motion was approved unanimously.

(c) Assign Duties and Functions for Agenda for Annual Membership Meeting- The following duties were established

Financial Report – Rob Durrett

Past accomplishments and Future Plans – Gail Walker

Ideas and Suggestions from Owners Discussion – Gail Walker

Info Sharing on Rental Mgt Co and Service Contractors – Keith Poch

Social - Beverages and Snacks provided by:

Gail – Sandwiches and Cookies

Rob - Beer

Cathi- Cheese and Fruit Plate

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Keith-Wine

Jeff- Plates, Cups, Utensils, Napkins, Ice, Cooler, Soft Drinks, Bottled Water

New Business

(a)Follow-Up Property Inspections Report – Jeff Robinson will make contact with the Owner of Lot 12 for failure to resolve and complete repair items on the damaged fence listed on the October 27, 2023 Annual Property Inspection report and on the February 27, 2024 Follow-Up Property Inspection report. Notify Owner that repairs must be made by May 15 or the Association will levy fines.

Future Agenda Items:

1. Election of Officers – Organizational Meeting (May)
2. Discuss bids and award contract for repair/maintenance of Scenic 98 Perimeter fence. (May)
3. Discuss strategies to improve Owner action on home exterior and landscape maintenance and repairs. (May, June)

Establish Next Meeting Date and Time – Thursday, April 16, 2024, 3:00 pm

Adjournment – A motion was made to adjourn. The motion was approved unanimously. The meeting adjourned at 4:10 pm

Minutes Recorded and Submitted by:



Jeffrey E. Robinson, Association Manager