

Crystal Shores Owner's Association

P.O. Box 9005

Miramar Beach, FL 32550

Minutes of Board of Directors Meeting -March 8, 2023

Call to Order – Meeting called to order by President Gail Walker at 3:01 pm at 311 Tequesta Drive, Destin, Florida.

Proof of Notice – Board Meeting Notice was posted on the Community Bulletin Board on March 6 in compliance with FS 720 and our Governing Documents.

Roll Call

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

Directors Absent:

Others Present: Jeff Robinson, Association Manager

Establishment of Quorum – With five 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 Pete Maguire to approve the Minutes of the Feb 9 Board Meeting. The motion was approved unanimously.

Financial Report– The February 28 Profit & Loss Statement and Balance Sheet were reviewed and discussed.

(a) Status of Late Assessment Payments – Discussed latest Assessment Payment Report

Unfinished Business

(a) Construction & Yard Maintenance at 4494 Ocean View Drive – Jeff Robinson briefly reviewed progress to date on construction and status of yard maintenance.

(b) Status of ARC Request for 4447 Ocean View Drive – No action on this item

New Business

(a) Discuss Agenda, Roles and Topics for Annual Membership Meeting – The following items will be on the Agenda in addition to the Directors Election:

Previous Accomplishments by Gail Walker

Topics for Discussion: Reserve fund, Annual Property Inspection

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(b) Appoint Nominating Committee for Director Election Candidates - The following motion was made by Gail Walker and seconded by Rob Durrett:

Appoint Larry Born, Linda Hirsch and Ken Trocquet to serve on the Nominating Committee, with Larry Born as Chairperson.

The motion was approved unanimously.

Action Item: Jeff Robinson will notify Committee Members and communicate the Nominating Procedure to them.

(c) Review 5-Year Reserve Fund Expenditure Plan- Review and discussion was held. No action taken.

(d) Strategies for Obtaining Higher Interest on Money Market and Reserve Fund Balances – Discussed pursuing obtaining higher interest rates on our Operating Money Market and Reserve Funds.

Action Item: Jeff Robinson will contact Truist Association Services to get more information on Money Market and CD Rates and develop a higher interest income strategy for our Operating Money Market and Reserve Funds and will discuss the plan with the Directors before implementation.

Future Agenda Items:

1. Status of Construction & Yard Maintenance at 4494 Ocean View Drive (April)
2. Review Progress of Assessment Collections from Delinquent Owners (April-May)
3. Finalize details for Annual Membership Meeting (April)

Establish Next Meeting Date and Time – Wednesday, April 12 2023, 3:00 pm

Adjournment – A motion was made by Gail Walker and seconded by Rob Durrett to adjourn. The motion was approved unanimously. The meeting adjourned at 3:44 pm.

Minutes Recorded and Submitted by:



Jeffrey E. Robinson, Association Manager