

Yacht Cove Property Owners Association

Frequently Asked Questions

Who is the Board of Directors?

The Board of Directors are an elected body of people who have ownership in property located within the Association. Directors are voted on at Annual Owner's Meetings and Special Meetings as needed. Directors are elected to a term of 3 years.

2020 Board of Directors are:

Joe Izzo, President
Linda McAndrews, Vice President
Lise Austin, Treasurer
Charlie Warner, Secretary
Charlie Stedman, Director
Brittany Camarco, Director
Bryan Bobinchuck, Director

What Does the Board Do?

The Yacht Cove POA By Laws states "The Board shall have the power and duties necessary to administer the affairs of the Association, including, but not necessarily limited to, those powers and duties specifically assigned to the Board in the Declaration, The Articles of Incorporation and these By-Laws. Consistent therewith, the Board shall have the power to adopt rules and regulations which it deems necessary for the administration of the affairs of the Association and to impose sanctions for violations of the Declaration, these By Laws and the published rules and regulations of the Association, subject to the provisions of the Declaration.

Other Duties include:

- Maintenance, repair, renovation, restoration, replacement, care, and upkeep of the Common Property and other portions of the Development maintained by the Association.
- Collection of assessments levied by the Association
- Designation and dismissal of the personnel necessary for the maintenance and operation of the Common Property and other portions of the Development which are the responsibility of the Association.
- Subject to the provisions of the Declaration, the promulgation of rules and regulations governing the access to use and enjoyment of Common Property.
- Create and Chair special committees

How do I speak with the Board?

Board Members can be reached at the published phone numbers or email addresses. If you would like to speak with the Board as a whole, please contact a Board Member and ask to be added to the agenda for the next scheduled meeting.

All concerns should be addressed with Board Directors. Please see the following table with outlined responsibilities as well as contact numbers for each Director.

Name	Phone	Address	Email	Responsibilities
Joe Izzo, President	203-871-8220	Cobblestone Court	joeinhilton@yahoo.com	President
Linda McAndrews, Vice President	516-835-7063	Cobblestone Court	linda.mcandrews@me.com	Vice President, Registered Agent, Legal Issues
Lise Austin, Treasurer	843-247-7552	Jib Sail	lise@bmsaccess.com	Financials, Pool Fobs
Charlie Warner, Secretary	843-295-9105	Jib Sail	charleswarner9105@gmail.com	Sectary, Buildings and Grounds Repair and Maintenance, Architectural Review Board
Charlie Stedman		Wyndemere	ycwebpage@yahoo.com	Web Page Management
Brittany Carmaco	843-295-8225	Wyndemere	brittcarmarco@me.com	Financial Assistant
Bryan Bobinchuck	843-301-8833	Cobblestone	bryanbobinchuck@gmail.com	Architectural Review Board, Buildings and Grounds Maintenance and Repair Assistant

When are Board Meetings, Can I attend?

Board meetings are held on the second Thursday of each month at 6:30 p.m. Unless otherwise posted, all meetings are closed. If you would like to address the Board, please contact a Board Member to be added to the Agenda for the upcoming meeting. Please note, you will be given the opportunity to address the board at the start of the meeting. After addressing your concerns, it is asked you leave the meeting so the Board of Directors can address other issues, concerns, needs of our Association.

No one is permitted to record, live stream, or share any recording of the Board of Director’s meetings.

Owner’s Meetings

The Annual Owner’s Meeting is held on the third Thursday in January. All owner’s in good standing are invited to attend this meeting and to participate in the elections of open Board of Director’s Positions at this meeting. Any Owner’s Meeting must have a quorum to be held. A Quorum is described in the By Laws as “the presence in person or by proxy at the beginning of any meeting of the Members entitled to cast over 30% of all the votes of the Association. If the

required quorum is not present, another meeting may be called subject to the same notice requirement and the required quorum at the subsequent meeting shall be the presence in person or by proxy of Members having 10 percent of the total votes of the Association. No such subsequent meeting shall be more than sixty days following the preceding meeting.

All owner's must be notified, by the Secretary of the Association via USPS mail or personal delivery; the date, time and place as well as purpose, at least fifteen days, but not more than 45 days in advance of any Owner's meetings.

As stated in the By Laws, Section 3.06 The order of business at an Annual Owner's meeting is as follows:

- a. Roll call and certification of proxies
- b. Proof of notice of meeting or waiver of notice
- c. Reading of minutes of preceding meeting. Approval of these minutes
- d. Reports of officers, if any
- e. Election of Committees, if any
- f. Election or appointment of inspectors of election
- g. Election of Directors
- h. Unfinished business
- i. New Business

The Board will hold Town Hall Meetings on a quarterly basis where all Owners can attend and address the board without being on an agenda. This is NOT a Board of Directors Meeting.

No Owner's Meetings or Town Hall Meetings are to be recorded, live streamed, or posted to social media or shared in any manner.

How can I get a copy of Meeting Minutes?

All Board of Director meeting minutes will be posted, after approval and redaction of personal or incriminating information; on the window of the club house. The meetings will remain in place for at least 30 days, but not more than 90 days.

All Annual Owner's Meeting Minutes will be distributed for approval at the following Annual Owner's Meeting. After approval, these minutes will then be posted on the Club House window for a period of not less than 30 days.

You can receive a copy of the previous month's minutes by emailing the Secretary of the Board of Directors and asking for a copy of the minutes. If you would like to view several previous months minutes, please contact the Secretary of the Board to agree on a place and time to view minutes.

Hard copies of minutes will be provided at a price of 50 cents per page and any applicable postage costs.

How do I review the financial records of the Association?

All financial records may be reviewed at an agreed upon location, date and time. Please contact the Treasurer of the Association to arrange to view and inspect all records.

Any copies of records will be provided at a cost of 50 cents per page. Owner's requesting to view records may also be responsible for a reasonable fee charged by the accountant for being present at the time of the review.

Who is the Association's Attorney?

Currently the Association's Attorney is Meredith Bannon.

All contact with the attorney with out prior Board of Director's Approval, will result in the Owner's being charged for all incurred Attorney fees.

How does the Board of Directors or Association Communicate with Owners?

The Association has a web page located at www.yachtcovehhi.com where announcements are posted. The Web site is also a resource for all legal documents regarding the Association, Board of Directors Contact Information, and other resources.