

# MATANZAS SHORES OWNERS' ASSOCIATION, INC.

## Minutes to the Board of Directors Meeting

February 28<sup>th</sup>, 2020

Karen Hegarty went over the meeting protocol prior to calling the meeting to order and advised that Roberts Rules of Order will be followed.

**Call to Order:** The Board President Karen Hegarty called the meeting to order at 1:00 pm.

**Proof of Notice:** Agenda was properly posted.

**Establish a Quorum:** Directors present were Karen Hegarty, Ron Wilson, Lynn Frazey, George Guiliano and Deborah Moss. Dan Lachenman attended via conference. Also present were Gyneen Goodwin and Brit Masters with Leland Management.

**Approval of Minutes:** Deborah made a motion to waive the reading of the January 24, 2020 minutes and to approve as presented which motion was seconded by Ron. All in favor. Motion passes 5:0.

**Approval of Additional colors for Los Lagos homes:** Karen advised that the representative was at the meeting with samples and available to speak to owners if they wished. Karen made a motion to approve the additional colors for Las Lagos homes which motion was seconded by Deborah. All in favor. Motion passes 5:0.

### REPORTS

**Financial and Manager's Report/WWTP:** Gyneen presented the January 2020 Managers report for MSOA WWTP and NT. Bill Clay asked about year-end financials. Karen advised they were already available to owners. A copy of the manager's report can be found in the 2020 minutes book January section.

**Security Access:** Karen reported on the RFI system readers.

**Document Update:** Lynn advised that the attorney deadline is 2/28/2020 to get the documents back to the board; once he receives them he will go over them with Karen and when reviewed by the lawyer, it will go before the board for review.

**Amenities:** Ron stated the renovation on the tennis and pickleball courts are completed but are already cracking; they will be waiting for May 15<sup>th</sup> to make any repairs to see if the warmer weather conditions will close the cracks. Also completed were the Kayak racks and installation of the tennis screens. Ron will be meeting with the owner of the commercial lot on March 2<sup>nd</sup> or 3<sup>rd</sup> at 10am to discuss a potential sale price.

**President's Update:** Karen reviewed the President's Report. President's Report can be seen in its entirety on the MSOA website and in the Minutes Book in the office.

**WWTP:** Karen advised that JL Power Systems was contacted to provide an estimate for battery replacement and VAC meter on the main generator totaling \$999.00 which will be coded to WWTP GL 7040.

**Maintenance:** Karen reported on Thibault Electric Estimates for relocation of irrigation pump electric - part of rec center, Shed for Recreation Equipment and deleting Wiring in Rec Center room wall, all part of rec center Ins Claim. Karen also report on the pool light transformer (Beach Club), PTAC outlet in WWTP office and bladder for pressure tank on irrigation pump at BC - \$220; irrigation pump to be coded to irrigation GL North Tract. The Guardhouse remodel wiring is scheduled to start 4.18.2020 for a total of \$600.66 to be coded to North Tract GL 3015. Owners will use the owners only side for ingress and egress during the remodel.

**Office Equipment:** Karen advised on the second office necessary for Brit and the purchase of a new laptop for Brit not to exceed \$1100, and purchase of copier totaling \$645 & maintenance contract at \$127.77 for upstairs office from Geoda Systems. These costs will be split between North Tract GL 3140 And WWTP GL 6010.

**Phones & Phone Line:** New Phone System and 1 Phone Line from Spectrum was added at a cost of \$57 per month.

**Landscaping:** Karen spoke on the Proscapes proposals for landscaping previously distributed to the board for review prior to the meeting and called for a vote.

**Proscapes Proposal for West Lake Littoral Zone Clean-up:** Ron made a motion to approve the Proscapes Proposal for West Lake Littoral Zone Clean-up totaling \$6,700 to be coded to MSOA GL 6530 which motion was seconded by Deborah. All in favor. Motion passes 5:0

**Proscapes Proposal for cutting down up to 10 palm trees in the littoral zone** Deborah made a motion to approve the Proscapes Proposal for cutting down up to 10 palm trees in the littoral zone totaling \$2,700 to be coded to MSOA GL 6530 which motion was seconded by Ron. All in favor. Motion passes 5:0

**Proscapes Proposal for East Lake Littoral Zone Clean-up:** Deborah made a motion to approve the Proscapes Proposal for East Lake Littoral Zone Clean-up totaling \$1,700 to be coded to MSOA GL 6530 which motion was seconded by Lynn. All in favor. Motion passes 5:0.

**Proscapes Proposal for Tract C part 1:** Ron made a motion to approve the Proscapes Proposal for Proscapes Proposal for Tract C part 1 totaling \$11,700 to be coded to GL 6560 which motion was seconded by Deborah. All in favor. Motion passes 5:0

**Proscapes Proposal for Tract C part 2:** Deborah made a motion to approve the Proscapes Proposal for Proscapes Proposal for Tract C part 2 totaling \$4,750 to be coded to GL 6560 which motion was seconded by Ron. All in favor. Motion passes 5:0.

[Deborah volunteered to research clearing and clean-up of dead trees behind the Surf Clubs and will get with Brit on details.](#)

## **OLD BUSINESS**

### **Storm Water Drainage System:**

**MSOA inspection plan and swale recommendations:** Deborah made a motion to approve the inspection plan and swale recommendations presented at the 1/24 meeting which motion was seconded by Lynn. All in favor. Motion passes 5:0. This plan is available to owners on the MSOA website and Karen explained guidelines to the owners.

## **NEW BUSINESS**

**Construction Damage Responsibility/Actions Taken:** Karen advised that all complaints have been sent to both the county and Cline. The county has not responded directly, but has been on site reviewing the issues.

**Email:** Karen spoke on emails sent in from owners and urged all owners to attend all MSOA board and town hall meetings, as well as their own association meetings.

With no further business to discuss, the meeting was adjourned at 2:43PM.

Minutes transcribed and submitted by Gyneen Goodwin, CAM,CMCA and Brit Masters, MSOA Management