

MATANZAS SHORES OWNERS' ASSOCIATION, INC.

Minutes to the Board of Directors Meeting November 8, 2019

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, Lynn Frazey, Ron Wilson and Deborah Moss. Also present were Joe Estrada and Brit Masters with Leland Management.

Approval of Minutes: Ron made a motion to waive the reading of the September 27th, 2019 minutes and to approve them. Motion seconded by Lynn. With all in favor, the motion passes.

Reports

Manager's Report/WWTP: Joe read the September 2019 Managers report for MSOA WWTP and NT. Karen asked Joe if he had worked on identifying the collections procedures for Axiom and Leland Management. Joe stated that he had and would send his summary to the board.

President's Report: Presented by Karen. The President's Report covered the WWTP, Maintenance, Landscaping, Administration & Finance, Stormwater Drainage and other related issues. The President's Report is part of the minutes for November. Karen and John Moreno attended the Flagler Erosion Control meeting.

Security: Karen stated the Liaison for Access Control was not in attendance to give an update.

Document Update: Lynn stated he, Karen and Ron had met with MSOA's attorney for several hours the day prior to the board meeting. He said that the attorney would put a draft together for the board members to examine before reviewing with the association membership. Karen thanked everyone on the document review committee for volunteering their time.

Amenities: Ron stated the tennis and pickleball courts were in the final stages of renovation and he would be conducting a walk-through in the coming days. He also mentioned other items that were being looked at to improve the courts such as windscreens and drainage around the courts. MSOA is in the process of building new kayak rack. There is no new information at this time regarding the additional pool as the site has not yet been determined.

Discussion of MSOA Smoking Policy: Debbie presented information compiled by the volunteers of the smoking policy committee. Audience membership discussion. Debbie stated that this was information for consideration and there would not be a vote at this meeting.

Volunteers Needed: Karen called for volunteers to put up outdoor Christmas decorations. Anyone willing to help should give their contact information to Brit. matanzasshores@bellsouth.net

Review of Gate Access Policy for Short-Term and Long-Term Rentals: Karen reviewed the policy that was approved by the board at the 6/21/19 meeting, effective 7/31/19. A copy of the policy is available for review in the minutes book in the MSOA office.

Approval of Proposals

Indian River Glass (Clubhouse and guardhouse window replacement) Lynn motioned to approve the proposal for two guardhouses in the amount \$9,228.00 and the clubhouse in the amount of \$34,141.00. Ron seconded the motion. With all in favor, the motion passed. Karen stated that the money was available in reserves for all three locations. The clubhouse window replacement would come from GL3155 and the two guardhouse window replacements would come from GL3015.

Cleaning and Part-Time Maintenance Position: Karen elaborated this position would be paid by eliminating the current janitorial contract. The position would be more beneficial and cost-effective than the single service as the associate would assist maintenance after the janitorial duties were completed. It would consist of 30 hours per week, Tuesday through Saturday, at \$15 per hour. Lynn motioned to approve termination of the current janitorial contract and adding the new cleaning and part-time maintenance position. Ron seconded the motion. With all in favor, the motion passed.

Realtor Open House Policy: Ron presented the need for better realtor sales tools with the competition of the two new developments. He outlined a proposed new policy to allow for "Open Houses" with a duration of December 2, 2019 to December 1, 2021. Audience membership discussion. Some Surf Club owners were not on board with the practice. With that in mind, Ron stated it could be practiced in the Lakeside and Las Brisas communities. Karen made a motion to accept the open house policy for utilization in the Lakeside/Las Brisas communities only. Debbie seconded the motion. With all in favor, the motion passed.

Use of the Beach Club Facilities: Karen stated the pool and library may not be reserved at any time for any event and that the Beach Club itself is an amenity that is available for the use of all owners on both a scheduled and casual basis. Private events that are not open to all MSOA owners must go through the reservation process with the office and board approval. Special and recurring community events can be scheduled in advance with a starting and ending time which should include set up and take down. Reservation conflicts will be resolved by the MSOA board. Ron motioned to accept the reservation policy for the clubhouse. Debbie seconded the motion. With all in favor, the motion passed.

Pine Straw Estimate: Debbie made a motion to accept the estimate for 950 bales of pine straw for distribution in MSOA planting beds in the amount of \$6,792.50. Ron seconded the motion. With all in favor, the motion passed.

Replacement of Beach Club Clubhouse HVAC Unit: Debbie motioned to approve the estimate for replacement of the HVAC unit in the amount of \$5,509.00 to be performed by Arctic Breeze. Ron seconded the motion. With all in favor, the motion passed. Karen specified the money was available in reserves to come from GL3155.

Adjournment: With no further business to discuss, Karen motioned to adjourn the meeting. Ron seconded the motion. With all in favor, the motion passed.