

MATANZAS SHORES OWNERS' ASSOCIATION, INC.
Minutes to the Board of Directors Meeting

June 5th, 2020

Call to Order: Karen Hegarty called the meeting to order after a five-minute break between the Parcel President's meeting and the MSOA BOD meeting.

Proof of Notice: Agenda was properly posted.

Establish a Quorum: Board members in attendance were Ronnie Wilson, Karen Hegarty, George Guiliano, Lynn Frazey and Debbie Moss. Dan Lachenman was absent. Gyneen Goodman with Leland Management attended virtually by computer. Brit Masters with Leland Management attended in person.

Approval of Feb 28, 2020 MSOA BOD Meeting Minutes – Debbie made a motion to accept the Feb 28, 2020 minutes as written. With a second from Ronnie and all in favor, motion passed.

REPORTS

Financials and Manager's Reports - Gyneen reported as of April 30th, 2020, there was \$104,028 in the NT Operating Account and \$1,042,830 in the NT reserve accounts. There are \$86,937 in NT prepaid assessments. For WWTP as of April 30th, 2020, there was \$176,903 in the Operating Account and \$1,173,669 in the reserve accounts. There are \$10,477 in receivable assessments and \$53,607 in prepaid assessments.

Access Control Report – Karen gave an update on Access Control. She mentioned the Surfview guardhouse refurbishing date had been postponed but was expected to begin this month. The full report is in the June 2020 President's report. This report can be found on the website and in the minutes book.

Maintenance report – Karen gave the maintenance report. The full report can be found on the website or in the minutes book.

Karen made a **motion** to accept up to \$2500.00 expenditure **to add a tank-less water heater for the Beach Club pool outdoor shower**. Ronnie seconded the motion. With all in favor, the motion passed. This should come out of GL 7080 Beach Club Pool Maintenance.

Thibault's Electrical Proposal – Ronnie motioned to accept the proposal from Thibault's Electrical Job-1201 to replace the 6 remaining tennis court lights with LED fixture and replace the existing bullhorns in the amount of \$11,406.52. Debbie seconded the motion. With all in favor, the motion passed. Karen stated the money will be allocated from GL3320 (reserve account for lighting).

Kuhar Proposal – Debbie motioned to accept the Kuhar proposal to prepare and install elevated pond measurement devices at 3 locations within the Las Casitas and Los Lagos communities to monitor pond levels in the amount of \$2,950.00. Karen seconded the motion. With all in favor, motion passed.

Proscapes Proposal #1 – Lynn made a motion to accept estimate #2259 from Proscapes to stabilize the north entrance washout south of the entrance wall in the amount of \$1,250.00. Karen seconded Lynn's motion. With all in favor, the motion passed.

Proscapes Proposal #2 – Lynn motioned to accept estimate #2258 from Proscapes to clean the drain at the north entrance in the amount of \$900.00. Ronnie seconded the motion. With all in favor, motion passed.

Proscapes Proposal #3 – Karen motioned to accept estimate #2260 in the amount of \$2150 from Proscapes to clean out the drain across from Las Brisas. Ronnie seconded the motion. With all in favor, motion passed.

Ratify Zev Cohen Proposal – Debbie motioned to ratify the Zev Cohen proposal project #ZC 69011 SW to conduct a field evaluation of the swale/pipe system of the storm water drainage system in the amount of \$3,000.00 and the invoice for the accompanying survey for \$1320 from Atlantic Drafting. Karen seconded Debbie’s motion. With all in favor, motion passed.

Amenities Report – Ronnie gave an update on the amenities. Debbie **motioned to accept the Resolution to establish an amenities modification committee**. Karen seconded the motion. With all in favor, motion passed.

Kayak Rack Use - An owner sent a letter challenging the Kayak Policies & Procedures adopted by the MSOA BOD at the December 7, 2018 board meeting stating Jon boats were not allowed in the racks. His vessel was a blow-up dingy and the maintenance person several years ago said it was light enough for the rack and therefore okay. Ronnie **motioned to grandfather in the owner’s blow-up dingy**. With a second from Karen and all in favor, motion passed.

WWTP Report - Karen presented the WWTP report. The full report can be found on the website and in the minutes book. Karen called out the previous PTAC AC installation with concrete building repair, and pest control treatment contract for WWTP.

Landscaping Report — Karen gave the Landscaping report. The full report can be found on the website and in the minutes book. Karen talked about the prior board meeting approval of proposals that had been carried out in the last couple of months to clean up Tract C and how great the area looks now.

Preservation Areas & Cutting - Debbie volunteered to gather information and speak to the county representatives regarding permitting and obtaining permission & proposals for cleanup/cutting of the preservation area up to the beach construction line.

Smoking Policy – Ronnie **motioned to adopt the smoking policy** which would prohibit smoking of any kind at the Beach Club complex, the Rec Center complex and the Boat Club building to go into effect 30 days after notification to owners. Karen seconded the motion. With all in favor, the motion passed.

Formalization of the Amenity Use Rules – Karen presented the information. The board wanted more time to review prior to formalizing.

Hurricane Planning – Karen presented the updated hurricane preparedness plan for 2020. It now includes the windscreen positioning diagrams for take down and reassembly before and after any named Storms. The Hurricane Preparedness Plan is available for viewing on the website. There is a hard copy in the MSOA office.

President’s Update – Karen reviewed the President’s report. The complete report is on the website and in the minutes book.

NEW BUSINESS

Official Records Access Policy – Karen presented a mockup for the board’s review. George stated Sea Colony has this policy that was written by their attorney and they would gladly share points from it with MSOA’s board.

By-Laws – Karen asked the board for volunteers for re-writing of the current by-laws. The board agreed to table at this time.

Adjournment

Minutes transcribed and submitted by Brit Masters, MSOA Management