

Surf Pines Association
MINUTES OF THE BOARD OF DIRECTORS MEETING
Meeting House at South Gate

November 15, 2019

I. Call to order

- a) The president called the meeting to order at 3:58 PM

II. Attendees

- a) Board Members: John Yerke, Tom Smith, Gheri Fouts, Peter Durant. Austin Kaufman
- b) Guests: Katie Weber, Cecelia Mushinskie, Scott Roose, Mel and Bonnie Rogie, Anthony Criddle, William and Marie Moore, Melissa Lindley, Ken Weist and Cameron & Clair Lewis (New Residents). Holly Roose and Karla Jackson attended remotely with our new teleconference FCC

III. Approval of agenda: Motion was made by Tom Smith to adopt the agenda. This was seconded and approved unanimously.

IV. Approval of prior meeting's minutes: Motion was made by Tom Smith to adopt the September 20, 2019 This was seconded and approved unanimously.

V. Report from officers and Standing Committees

- a) **President:** Report was made by John Yerke
 - (1) Introduce our new general business attorney Christian Zupanic.
- b) **Secretary:** Report was made by Tom Smith
 - (1) Report on How draft minutes will be available within 10 days of the BOD.
- c) **Treasurer:** Report was made by Peter Durant
 - (1) Currently we have \$404K in all accounts with \$203K in reserves.
 - (2) Treasurer intends to transfer an additional \$30k into reserve savings
 - (3) Currently we are under budget for balance of year.
- d) **Administrator:** Report was made by Debbie Eddy
 - (1) Review of arrear accounts and lien status
 - (a) Currently we have 27 members who are not current, 12 have demand letters, 6 with Past Due Notices, 2 Lien Notices, 3 returned mail issues and 4 that are about to go to foreclosure process.
 - (b) Total amount in arrears to date is a bit over \$33k

- e) **Roads and Grounds:** Report was made by Scott Roose
- f) **Safety, Security and Maintenance:** Report was made by Ken Weist
 - (1) Review of Gate Code Policies and Status – Presentation by Ken and Shawna Weist followed by discussion
 - (2) Alarm Notification by Homeowners – Presentation by Ken Weist followed by discussion
 - (3) A motion was made to name Anthony Criddle as chairman of SS&M Committee and to study and make recommendations regarding items listed in Ken Weist report. Motion was made by Tom Smith, seconded and approved unanimously.
- g) **Community Relations:** Report was made by Bonnie Rogie and Cecelia Mushinskie.

VI. Reports of Special (Select or Ad Hoc) Committees

- a) **Communications Committee:** Report was made by Tom Smith for Chad Sweet
 - (1) Motion was made that the SPA Board approve that Chad Sweet, Austin Kaufman and Tom Smith complete negotiations with Municode to a maximum of \$4,600 and to submit the final contract to the Board for their final review and approval. In addition, we recommend that Chad Sweet, Austin Kaufman and Tom Smith complete and implement an internal Blog system that allows direct communication with all members through complimentary online sources. Moved by Tom Smith seconded and approved unanimously.
- b) **Short Term Rentals** No report
- c) **Normalization and updating of guiding documents committee.** Report was made by John Yerke
 - (1) Attorney resubmitted revised documents that include the new required declaration, by laws and Articles.
 - (2) Under review to ensure that new documents are consistent with our current By Laws and Articles with no new requirements.

VII. Special Orders No Report

VIII. Unfinished business

- a) **New Communications Form and procedure.**
 - (1) It was moved that we standardize our Surf Pines communication forms to allow more interactivity. Motion was made by John Yerke, seconded and approved unanimously.
- b) **Results of the mail in ballot with Proposed Revision to Article XIV – Voting Rights of Surf Pines Articles of Incorporation.**
 - (1) Motion was made by the president at our September 2019 Board meeting to replace article XIV(2) of the Articles with the following: “Owners of multiple lots shall be

entitled to cast one vote per lot” this is tentatively subject to approval by the homeowners by mail in ballot during the month of October.

(2) Motion was carried with a total of 176 votes, which met the quorum requirement of our guiding documents. There were 126 yes votes and 49 no votes with one vote disqualified with no vote marked.

c) **Purchasing Cards – policy and status.** Report was made by Peter Durant.

(1) In Process

IX. New business

a) **Increase security on beach access paths.**

(1) Motion to confirm approval for R&G to place the boulders as recommended at paths near Ocean with path 6 the priority followed by 5 and 2. Moved by John Yerke, seconded and approved unanimously.

b) **Change way to distribute the Breeze newsletter.**

(1) Motion to move the Breeze Newsletter to online distribution. Printed copies to be left at the gate house for people who want hard copies. Motion was made by John Yerke, seconded and approved unanimously.

X. Comments from the Attendees

XI. Adjournment

Motion to Adjourn the meeting at 6:18 PM O'clock was made by President seconded and approved

Minutes submitted by: Thomas M Smith Secretary

Minutes approved by: on , 2019