



*Stewart Peninsula
Southshore HOA
Meeting Minutes*

Monday, August 8, 2011

**At the home of Mike Hughey
5905 Sandhill Circle**

Present: Mary Ann Hardy (President), Lucinda Ruch (Secretary), Mark Warner (Treasurer), Mike Gonzalez (Compliance), Mike Hughey (Architecture Control Committee / Communications), Marilynn Lean, Carsten Schmidt. **Absent:** Beth Rogers, (Social Coordinator), Vacant (Vice President) and Vacant (Webmaster).

Open Forum started at 7:03 pm. Marilynn Lean pointed out that the minutes had not been posted for several months. Mary Ann explained that the HOA has gone through a time of transition since Dave Terre's resignation, not only in a change in 3 positions (President, VP and Webmaster), shifting of these responsibilities but also in changing some of our processes. We are transferring the website from a personal account to a commercial account. We will have someone new to maintain it. She submitted her Easter decorations bill. Carsten Schmitz expressed his concern over the position we are in based on receiving the letter and asked several good questions. He reported the new cranes, which he liked, were missing. Someone vandalized the entrance. He also reported that the N. Colony Blvd sprinkler closest to the park entrance needs to be adjusted so as to not water so much of the payment. Mary Ann will report the repairs.

1. Renee- Discussion on Web Site Host Change – Not attending
2. Secretary
 - a. Approval of the July minutes – Mike G. 1st & Mark 2nd
3. Treasurers Report- Mark Warner
 - a. Checking , \$756.44
 - b. Savings: \$10,010.10
 - c. Beautification Account Balance \$200.24
 - d. Paid Landscape bill for Aug; Still owe \$4400 as of today's mail (e.g. Insurance, attorney & water bills)
 - e. Status of Past Due – 6 Accounts outstanding (1 is a foreclosure)
 - f. Interview new CPA – Carsten suggested a CPA. Lucinda to find one that specializes in HOA's.
 - g. Feedback from our CPA: December 31, 2010 CPA Report submitted; Not a 501(3c); still tax exempt; Don't owe any income taxes
 - h. HOA Letters to Our Homeowners were mailed on Friday 8/6/11
4. Old Business
 - a. President
 - i. Requested that the letter of waiver be drawn up for closure to the roof; \$1000 one-time waiver; Mike G. to 1st & Mike H. to 2nd; All passed
 - b. Secretary –
 - i. Former Minutes & the updated resale form are ready, awaiting for 3rd party to bring up new website
 - ii. Website - Moving From GoDaddy to Host Gator. Mark to contact Rene to make the transition of the website access as well as transfer from Rene's personal credit card to the HOA new debit card.
 - iii. Mike H. & Beth: Roster was added to Box.Net so everyone can access/update email addresses as acquired. Lucinda updated all the emails from the proxies in the file on

Box.net so everyone can have access. The issue is that the proxy form didn't clarify if the HOA could use it for invoicing purposes as well as the general communications (newsletters). As someone updates this, Mike H. to update their email address on Yahoo Distribution List for email vs. invoice or both. Suggestion to Mike H: We need to add 3 cols: 1-for date updated 2-for who updated the email address & 3- for Mike H. to mark when updated in yahoo. Mike to get with Beth to decide on how best to do this. Someone needs to redesign the proxy form prior to the Annual Meeting – will discuss next month. Mark or Beth needs to verify that the invoice is clearer on the question about asking for their email address.

- c. ACC – Mike Hughey
 - i. Irrigation Project- Formal bid is in hand; can get it done in Sept, but no Corp approval. It looks like a 3-4 year payback; \$9K is to replace with screens/scrubbers vs. \$7K without
 - ii. Issue with a shed. The shed went up conditionally with the agreement that a tree would be planted to screen the shed, but no tree is planted yet. Mike H. to pursue.
 - d. Communication- Mike Hughey. Usually there has been a summer one in the past, but instead the board has been focused on the amendment situation. We will issue a mid-Sept newsletter. Mike H. asked for input from the Officers by 9/23.
 - e. Compliance-Mike Gonzalez
 - i. Design Guidelines – Postponed until another month due to efforts with covenants, proxies and preparation for the annual.
 - ii. Motion to change length of time for moving the boats from 30 to 7 days. Mike G. ^{1st} & Mike H. ^{2nd}. Lucinda opposed. Motion passed.
 - f. Social – Beth. NNO scheduled for Tuesday, 10/4 7 pm with a Chili Cook-off. Beth will ask Deuce to attend. Police and Fire Dept notified. Need to include enrollment on the website and newsletter.
 - g. Common Grounds- Mary Ann presented some initial high level estimates for capital improvements & maintenance
 - i. East side Avocet entrance along the fence
 - 1. \$120.00 Add stone to neutralize the erosion
 - 2. \$ 1200.00 Add soil & plant grass under the trees
 - ii. 15 - 8' foot sections \$1500.00 Painting of the Iron fence at Osprey Circle
 - iii. \$300.00- \$500.00 Tuck and Mortar the brick wall along North Colony
 - iv. Annual Planting of color. Requires approx 75 flats. If we buy \$750.00. If using our current landscape company it will be \$3000.00 at Stewart Blvd. Potential savings of \$2250 if we have enough volunteers.
 - v. \$3914.50 Re-work the Stewart Circle bed.
 - vi. \$33,315 Erosion along North Colony Blvd. Add soil and ground cover to both sides of the sidewalk.
 - vii. \$1144.00 Gazebo plantings
 - viii. \$5000.00- \$10,000.00 Electricity to entrances
 - ix. \$9000.00 Pump from the Lake Project
 - x. \$900.00 Clean all grass out of the Avocet Way entrance Beds (add mulch)
 - xi. Landscape Bids: Mary Ann has secured 2 Bids for the 2012 Landscape Contract
 - 1. \$2275.00 + tax per month- Fallas Landscape (includes color)
 - 2. \$2400.00 per month - \$1900.00 per month + Color
 - 3. \$500.00 per month– Lawn and Landscape
 - xii. Mary Ann is still seeking more estimates/bids.
5. New Business
- a. Secretary-
 - b. Year at a Glance- Need to add renewal dates for insurance & Tax Returns due to HOA. Mark to provide. No Yard of the Month for July.

- c. Treasurer - NA
- d. ACC – No applications
- e. Social - NA
- f. Common Grounds
 - i. The last pair of herons which we still have in the box will go to the same entrance to match the first pair. If the cranes are no longer available we may have to buy something else for Heron Cove. Carsten volunteered a contribution for the cranes.
 - ii. Grasses and solar spot lights need to be added to the herons We need to figure out what kind of solars and grasses.
- g. President - Annual Meeting Plans, Annual meeting will be Wednesday, 11/2
 - i. Budget Projections for annual meeting - Initial estimates for future repairs to common areas are over \$40k and they will have to be prioritized in phases to coincide with the cash flow. Mark to work with Mary Ann on financial forecasts for repairs and potential increase in HOA dues.
 - ii. Time table for preparation of the annual meeting: Proxies & invoices due for 10/1 mailing.
 - iii. Location of the annual meeting - Mark to check firehouse. Lucinda to check Pier 121 Bldg
 - iv. Suggestion for filling open Board Member Positions – Mary Ann to prepare letter to go in 10/1 mailing.
- 6. Executive Session
- 7. Meeting Date
 - a. September 15- Beth Rogers, 5912 Stewart Circle
 - b. October 10- Lucinda Ruch, 4045 Heron Cove
- 8. Meeting Adjournment at 9:51 pm.