

Causton Bluff Board Meeting Minutes
September 18th, 2023

Call to Order: by Susan Brinkley at 9:41 AM

Board Members Present: Susan Brinkley, Steve Miller, Will Schubert, Joel Moore, and Al Parnell. Others Present: Cindy Miller (Finance Committee), Selina Brown, Amanda Mabry and Alan Roberds (Keystone Association Managers)

Financial Review: August

Account balances are reflected below:

Causton Bluff Owners Association

Operating Cash:	\$33,415.26
Reserve Cash:	\$ 49,013.98
Reserve ICS:	\$56,336.16
Reserves CD funds:	\$152,027.04
Total	\$ 290,792.44

Cottages at Causton Bluff

Operating Cash:	\$ 47,133.22
Reserve Cash:	\$ 32,456.82
Reserves Roof ICS:	\$ 31,763.40
Reserves ICS- General:	\$ 4,981.16
Reserves CD funds:	\$ 911,547.14
Total	\$ 1,027,881.74

Causton Bluff Harbor

Operating Cash:	\$ 42,773.10
Reserve Cash:	\$ 23,126.61
Reserves ICS:	\$ 65,693.14
Total	\$ 131,592.85

1. Cottages:
 - a. The attorney is moving forward with foreclosure on 5 Pipers.
2. ASC:
3. Harbor:
 - a. Slip owners will be asked to provide a contact number for boat slip plaques to identify the slip owner quickly in case of emergencies.
 - b. Crossbeam repairs and boardwalk replacement were approved and scheduled to be replaced in cooler weather. Harbor owners will be notified of the dates.
4. Common:
 - a. Reviewed Squared Away Repair Invoices for work completed. To help reduce the cost of repairs, Keystone will ask Squared Away to combine work orders to complete multiple work orders at once.
 - b. Reviewed the budget draft from Keystone and the Finance Committee with the Board and answered any questions and concerns. Discussed any 2024 contracts that needed changing.
 - c. Premier Landscaping is to finish brickwork for Causton Harbor Drive retaining wall in October.
 - d. Premier Landscaping will install crush and run at the entrance of the community in October.
 - e. Zulu's final payment continues to be held till Terracon verifies the job is complete. Terracon shared the next steps with the Board to get the job completed. The work permit has been obtained, and Zulu is meeting with Terracon at the site to discuss the final steps.
 - f. Keystone contacted a few engineering companies to inspect any structural issues in the pool. The Board waits for the results found by the vendors.
 - g. Coastal Pool Management sent a description of the algae in the pool to explain that it is not harmful. Coastal Pool Management will continue to treat the pool to clear the algae bloom.
 - h. The Board is requesting plans drawn for the future pool/gazebo area so the board can start getting bids from vendors.
 - i. The GDOT refreshed the lane markings and the white "stop" line when exiting Causton Bluff.
 - j. The annual meeting date and location were confirmed and will send out a notice to homeowners.

Adjourned: 12:00 PM