

Causton Bluff Annual Meeting Minutes

Date: October 21, 2021

Time: 6PM

Call to order: Susan Brinkley called the meeting to order at 6:10pm and introduced the Board members present as well as Market South Management.

Total attendees: 100 votes in person or by proxy.

Alan: Introduced himself and the MSM team in attendance Michele Lebar (CAM over COA) and Jodi Harstine.

We have met quorum, so we are able to proceed

Minutes:

Motion from the floor to dispense with the reading of the November 2020 Annual Meeting Minutes and approve minutes as written. Seconded and minutes were approved by majority.

Presidents Report:

Susan Brinkley thanked the Board members for all the work they have completed. Don Reinke pressure washed curbs, Steve and Cindy Miller pressure washed sidewalks, Al has helped with his legal expertise. Susan stated that the Board gets satisfaction in knowing that every decision is based on what is best for the community.

Susan reported that the mission statement is Health and Safety First, maintenance second, and improvements third.

Susan reported that this year we met with GDOT and Chatham county about safety hazards at the entrance to Causton Bluff. We have asked for a traffic light from GDOT, Chatham County and Police. Steve and Susan are meeting with District 3 County commissioner Bobby Locket the next week.

Susan reported that due to the new bridge, we will need to move our call box because the current location will not allow vehicles coming off the bridge to stop at the call box and allow clear passage if another vehicle turns in. This is an expense of Causton Bluff because the easement agreement for the road right of way signed by a previous board required these types of repairs to be an HOA expense.

Susan reported that the current gate operators were replaced many times in the past year and it has gotten more difficult to obtain parts quickly. New operators are order and we are awaiting the new aluminum fence extensions to install.

Susan spoke about the rewrite of the covenants. A draft was sent out a few weeks ago and a meeting held at the pool to take comments. Susan stated that the Board is not writing the covenants, but taking advice from the committee and attorney for the rewrite, with community input. Each board member has one vote, the same as each lot owner.

Susan reported that pool resurfacing is scheduled to start in January.

Susan reported that the dredge project is about half complete.

Susan announced that the Cottages Stucco project is near an end. So far \$300,000 has been spent on the stucco project and there is a slate of homes schedule to have stucco repairs in 2022.

Susan reported that the drain near the entrance gate and at the marina parking lot have been repaired.

Susan gave the list of upcoming projects including street signs, repairs to pergola at pool, repairs to failing retaining walls, process of charging entrance fees for commercial vehicles.

Susan reported that Board Meetings are usually the 3rd Monday of the month.

Committee Reports:

Joel Moore reported for the Architectural Committee. There was one home approved to be built and another in the review process. Submit plans through Market South Management and deliver the plans to their office. Joel thanked Don Reinke and Robin Lance for serving on the committee.

Bret Bouy reported on status of the Harbor Dredging. Zulu has stated that the channel is complete and areas around the slips are complete. The dredge is now working in the slips. Thank you to owners who have moved boats, we will be transitioning boats from the inner side of the A slip to the C slip next. Please continue to watch for emails about moving boats. Also, please move cautiously around the dredge equipment. If the entrance to the Harbor needs to be blocked again, we will notify you.
Electrical Pedestals

Management Report:

Alan Roberds reported on Management actions in the past year. Larger items included Comcast \$17,000 payment to Causton Bluff for a marketing agreement, speed humps, communications, and association portal. Alan thanked the Board of Directors for all the work they complete including Susan Brinkley, Don Reinke, Warren Thrasher, Steve Miller, and Al Parnel.

Alan: Requested to rearrange the agenda to have Margaret Clark to talk covenants

Budget and Finance:

Alan apologized for having the incorrect financials in the members' packet. Financials are available on the Association Portal and the Causton Bluff Website. Alan reported on the bank balances as of September 30, 2021.

Account Cash Balances as of September 30, 2021			
Account	Common	Cottages	Harbor
Operating	41,563.78	29,465.21	17,673.31
General Reserves	272,017.00	93,007.93	124,286.74
Roof Reserves		637,329.64	
BB&T-MMA	138,343.82		
BB&T-Operating	210.86		

Alan Reported on the top 5 expenses for Causton Bluff in the 2022 budget.

Owners

1. Savings to Reserves - \$91,000
2. Special Projects – Entrance - \$50,000
3. Gate Attendant - \$44,853
4. Pool Repairs - \$42,012
5. Trash Removal - \$41,328

Cottages

1. General Cottages Reserves - \$77,874
2. Roof Reserves - \$73,241
3. Lawn Maint Contract - \$68,400
4. Stucco Repairs - \$60,000
5. Management Fees - \$25,200

Harbor

1. General Maint and Repair - \$28,310
2. Special Projects – (Pylons) - \$19,100
3. Reserves - \$15,000
4. Electricity - \$4,000
5. Insurance \$4,000

Election of Board of Directors:

Because Susan Brinkley is on the ballot, she requested Michele Lebar preside over the election of the Board. There are three positions open for election. Due to resignations, one person will be elected for a three-year term, one for a two-year term and one for a one-year term. The members rolling off the Board are Susan Brinkley, Don Reinke and Warren Thrasher. Susan Brinkley was the only owner who volunteered prior to the meeting. We need at least two nominations from the floor.

Michele opened the floor to nominations. Nominations for Sharron Morgan, Joel Moore and Will Schubert were made from the floor. With no further nominations, motion to close the floor was made, seconded, and approved by a majority.

Michele instructed owners on how to cast ballots. Ballots cast.

While ballots were counted, Susan Brinkley reviewed the questions received prior to the annual meeting and stated that the questions and answers would be posted on the portal and website.

Results of Election:

Susan Brinkley, Will Schubert and Joel Moore were elected to the Board.

With no further business, motion to adjourn from the floor, seconded and approved by majority.

Meeting adjourned at 7:40 pm