

Causton Bluff Board Meeting Minutes

Date: January 21st, 2020

In attendance: David Knox, Susan Brinkley, Selina Brown, Don Reinke. Jodi Harstine and Ivy English from MSM.

I. Call to order: 2:00PM

- II. Financial Review**-The end of year transfer to reserves occurred mid-December and we had 2 items paid out of reserves after that. The money was transferred to make those payments, but not in time to be reflected on the December Financials. End of year variances. Pool Maintenance Contract over by \$1,130 due to the extension of the year outside of the contract, Telephone was over by \$1,870.10 due to the addition of a line at the pool, Special Projects over by \$29,803, mainly due to currently includes Bulkhead repair items that have not been drawn from the Loan yet, will be drawn and reimbursed to reserves. General repair was over by \$11,791.36 mainly due to the Sinkhole repair that wasn't budgeted.

III. Review of action item list

David taking lead on:

- Tree removals and trimming - Taking place last week of January.
- Sprinklers
- Gate – speed humps possibly
- Cameras – at gate and harbor

Susan taking lead on:

- Bathroom improvements – furniture
- Cottages committee
- Trees in Cottages

Selina taking lead on:

- Covenants revision

Don taking lead on:

- Fence by sidewalk at Harbor's edge – becoming a hazard
- Dredge of harbor and bulkhead

IV. Committee reports

- A. Cottages
- B. Harbor/Lagoon – call Brian
- C. ASC
- D. Financial – Loan Payments flow as shown below

Homeowner payment→Alliance Bank→ monthly transfer into Money Market Account at BB&T→ payments to loan drawn direct from Money Market Account at BB&T

Loan draws will be the only thing coming and going from the BB&T checking account.

V. Unfinished business

- B. Completion of well – work in progress
- C. How owners can pay – can pay yearly or monthly
- D. Current gate status and details on new modification - Maybe speed humps as a resolution?
- E. Bulkhead – Drawings due Friday (1/24/2020), Jodi calling if not
- G. Bartow Court Island – Sprinklers will be activated later this year, flow from well will be closest to the well and slowly move forward towards the gate.
- H. Cameras – No answer, still looking into
- I. Covenant revision – Selina taking lead

VI. New business

- A. New Board member – maybe send ballots via mail, 2 weeks to volunteer? Possibly having a lockbox in the neighborhood where people could return ballots or mail back to MSM
- B. 2020 projected plans – Went through
- C. 2020 Education plan:
 - 1. Newsletter topics – finance & harbor committee update: Maybe help homeowners understand reserves and what it consist of. Cindy or Francine help?
 - 2. Reserve study bullet points – Susan doing a newsletter every other month to keep everyone informed. It will be board approved and put on COA letterhead.
- D. Golf cart decals – NEED since we're out. Maybe we can use the car decals?
- E. Gate replacement – Hit but not broken. Fixing parts.

VII. Adjourn 4:30PM