

July 21, 2020

BOD MEETING MINUTES

I. CALL TO ORDER- David Knox

II. APPROVAL OF THE June 16, 2020 MEETING MINUTES- Motion Susan, 2nd Don,
unanimous with suggested edits.

III. FINANCIAL REVIEW

Causton Bluff Owners Association

Operating Cash: \$ 91,457.54

Reserve Cash: \$ 25,081.21

Reserve ICS: \$ 165,279.45

BB&T Money Market \$ 71,079.42

BB&T Operating Account \$193.14

Cottages at Causton Bluff

Operating Cash: \$ 19,009.66

Reserve Cash: \$ 59,243.27

Reserves Roof ICS: \$ 545,918.75

Reserves ICS- General: \$ 50,095.31

Causton Bluff Harbor

Operating Cash: \$ 10,732.29

Reserve Cash: \$ 9,905.48

Reserves ICS: \$ 100,180.48

Totals: Alliance Accounts: \$215,429.45

ICS Accounts: \$ 861,473.99

IV. COMMITTEE REPORTS

- **Cottages-** Suggestion was made that we send email blast to Cottages owners prior to Lawnscaapes Chemical Applications. Will be sending out a letter regarding soft washing. Susan and Jodi to prepare green dot letter to people who are currently on the opt out for landscaping. Susan to discuss with CSC latest info regarding dredge, bulkhead, bridge, slow leak at pool and Speed bumps. We discussed fences and screen porch on Piper's. Susan also reported that she continues to encourage positivity to be shared with other owners.

- **Harbor/Lagoon-** some deck boards, handrails to B dock, a few of the hose reels have been replaced
- **ASC-** Routine requests for tree trimming and removal, installation of a generator.
- **Financial:** Sean Pelliccione has submitted tax payments today for federal and state income tax for the HOA. Our tax liability is primarily due to interest income.

He also said that we should have the draft of the 2019 audit sometime next week for review. Thanks to Jodi for her efforts and working with Sean to meet our financial obligations

V. UNFINISHED BUSINESS

- **Boat Insurance & Registrations-** MSM has received all but one. A violation letter has been issued to the homeowner requesting the information. Jodi has contacted Margaret Clark for advisement on how to proceed.
- **Bulkhead-** Final signature has been received. DNR permit has been applied for. The engineer requested a copy of the Master Deed or another means to prove ownership of that area by the HOA, Jodi provided previous tax documents that included a map reflecting the common areas.
- **Camera's & Comcast-** Jodi to contact Mouse Pad to have the camera installation scheduled. Comcast service will be required either at the gazebo or Guard house for camera system. The cost will be \$133.30 per month.
- **Dredging-** A recent field meeting with the Corp of Engineers to see the current site at low tide went well. We have submitted the additional requested information to the Corp of Engineers. We anticipate a response near the end of August or beginning of September. The State will also continue their review of the materials we have provided them.
- **Covenant Revisions-** General homeowner community specific ready to send to attorney to move forward with the first draft.
- **Newsletter Suggestions-** Any issues with individual homeowner trash pickup can be addressed directly with Atlantic Waste

VI. NEW BUSINESS

- **Membership changes to the CSC-** Discussed need for appointment of new members to allow rotation off of members and encouragement of other homeowner participation.
- **Quarterly Dock Inspections-** Jodi is working with Brian to schedule the next dock inspection.
- **2021 Contracts-** time to look into current contracts and determine if changes are needed. Follow up on 'opt out' for Cottages Lawn Service.
- **Speed Bump-** There have been many issues with cars speeding through the gates endangering the gate attendant at times. There has been damage to the gates by cars hitting the gates attempting to trail in behind another car or not allowing the gate to open completely while exiting. The speed bumps did seem to eliminate the ability of cars to trail in behind another car. There were, however, numerous concerns about the height of the speed bumps. We will look into different style/sizes to achieve the same results.

- **Well-** We are still waiting on utilities 811 to mark the necessary area before digging can begin for the final well connections for irrigations. The irrigation was turned off several years ago by a previous board due to financial concerns. We have received requests to turn the irrigation back on but this was not in the 2020 Budget. We will reach out again to 811 so we can move forward with irrigation.
- **Pool Leak-** Coastal Pool Management has done preliminary testing that has determined there is a slow leak. Leak testing is recommended to be completed so this can be resolved. To be addressed after the season is over.
- **Fence Donation-** A resident wishes to donate some fencing for us to use to help with erosion near Marina. We agreed this was a kind gesture and would be greatly appreciated. Susan and Jodi will work on the logistics of this.
- **ASC Application Fees-** The ASC has requested the Board consider removing fees/deposits. Due to lack of time for complete discussion at this meeting, we will have further discussion, review covenants and history of fee/deposits.

VII. ADJOURN- 5:00 PM- Motion David, 2nd Susan, unanimously approved