

**CAUSTON BLUFF HOMEOWNER'S ASSOCIATION BOARD MEETING MINUTES
DECEMBER 8, 2016
17 Bartow Point Drive, Savannah, Georgia 31404**

DIRECTORS PRESENT:

Hollie White, President
Joellen Cooper-Pyles, Vice President
Palma Adkins, Treasurer
Morgan Derst, Member at Large
Lori Blass, Secretary

ELECTED BOARD MEMBERS:

Al Kritter
Steve Premo

GUESTS:

Sally Hall
Janice Rossiter
Ashley Peto
Justin Morris

Hollie White called the meeting to order at 10:10a.m.

October 2016 meeting minutes were unanimously approved.

FINANCE REPORT:

Premier Management reviewed the financials from October. Janice Rossiter stated that any transfers from reserves would now be notated on the P&L statement. She further stated that Premier will send out a packet of information to homeowners next week explaining new process for paying monthly fees. Janice discussed with the Board that the Board would receive the audit report from the accountant soon. Bank balances regarding the FDIC were discussed with the Board along with suggestions Janice made to the Board for new bank accounts to keep in line with FDIC limits.

Joellen Cooper-Pyles made a motion to go forward with using Suntrust Bank to open a new account. Palma Adkins seconded the motion. The Board voted unanimously to approve Suntrust. Sally Hall and Janice Rossiter discussed accounting of deposits and allocation of payments going into the new year. It was also agreed that all wet slip owners that are leasing their wet slip must send in payment from the owner not the lessee.

Morgan Derst made a motion that any owner that is over 60 days late on payments be posted in the newsletter. The Board discussed the motion and agreed to seek legal council.

MAINTENANCE REPORT:

Ashley Peto discussed new speed limit signs with the Board and what would be required to obtain them. The Board also discussed getting a quote for speed breakers and to postpone moving forward with new speed limit signs until a quote for speed breakers was obtained by Premier. Ashley said she would have a quote to present within 30 days from today.

Palma Adkins made a motion to halt ordering of new speed limit signs until the quote for speed breakers is available for the Board to review. Joellen Cooper-Pyles seconded the motion. The Board voted unanimously to postpone ordering speed limit signs.

Sally Hall discussed the fact that vine removal had been put on hold until the project at 1 Pipers Pond was completed. Ashley Peto said we can now go forward with the vine removal project on Causton Harbor Drive. Privacy fences between the cottages was discussed relative to owner's responsibility for replacing in the event of damage. The HOA will do routine maintenance of the privacy fences. Cottage roofs that to date had not been replaced as of the past assessment were discussed. There are 10 roofs that were not replaced. Premier was to send a letter to these owners.

STEERING COMMITTEE :

Joellen Cooper-Pyles discussed the Board's purpose for setting up a Steering Committee for the Cottages. To date there had been 3 meetings regarding setting up the committee and appointing a chairperson. Sheri Estes has been appointed chairperson of this committee and will move forward to seek volunteers that may have particular experience regarding the steering committee's needs. Ashley Peto discussed that standards were not being followed and at some point amendment changes would be necessary regarding owner's responsibilities. Al Kritter discussed how to go about informing realtors of Causton Bluff's CC&R's. The Board discussed that Realtors were advertising Causton Bluff Cottages as maintenance free which is not accurate.

WELCOME COMMITTEE:

There was no report from the Welcome Committee.

LANDSCAPE:

Premier and the Board discussed the second installation of pine straw in the cottages. It was agreed to move forward with the second pine straw installation. Removal of lagoon trees was once again discussed and it was confirmed by Joellen that consultant Mike DeMell said the DNR has no issue with the trees in the lagoon. The Board had previously agreed, due to what seemed to be inflated tree removal costs following the hurricane, not to move forward on removing the trees in the lagoon until a later date. Joellen stated that a contractor that did the bulkhead project stated that he would see about getting any floating debris removed from the lagoon. It was also discussed that docks put in illegally by homeowners would be addressed by the steering committee. It was further discussed that debris and tree removal on common areas that were within street view was the priority. The Board also discussed that surveys were often needed to define what is owner's property and what is common area. The bush trimming or removal on the pathway from Bartow to the docks was discussed. Al Kritter volunteered to talk with the owner on that side of the pathway.

ASC COTTAGE:

ASC approved Cottage owner's paver request. Board discussed a homeowner's request for solar panels that was denied by the Cottage ASC. Premier made the Board aware that the owner wanted to appeal the ASC denial to the Board.

ASC BARTOW:

The Board discussed new construction requirements relative to deposit and letter of credit requirements.

HARBOR COMMITTEE ::

The Board discussed the piling replacement project and the replacement of signs damaged from the hurricane.

LAGOON COMMITTEE :

Brian McCarthy emailed the Board an update on the lagoon which included detail of DNR approved winter rye and other planting approved for the spring. Brian further updated the Board on a conversation in October with the DNR regarding the spoil site needed for dredging of the harbor. As of this date, the spoil site that has been target for Causton Bluff's use has not yet been transferred to the DNR and we will not have an update on that status until April 2017.

ACT COMMITTEE :

The committee provided an update on the new decals and how records will be kept for owner's who purchase decals. The Board discussed there will be 2 decals given per owner to be affixed to the windshield and fines will be imposed if the decals are not affixed. The Board further discussed the charges for additional decals.

OLD BUSINESS:

Bridge project was briefly discussed along with the understanding that power lines were to be moved in 2017. The Board has no further updates.

The Steering Committee will hold a meeting on December 13th to discuss the structure and the goals of the committee.

1 Piper Ponds bulkhead project has been officially completed by Frank Brunson Construction. Frank will also be doing the collapsed drain pipes.

Joellen Cooper-Pyles discussed with the Board the bulkhead behind owner's properties on St. Augustine. A survey was ordered by the Board earlier in the year along with an engineer's estimation of damage and opinion on all of the causes of damage. She further remarked that the dyke was not the sole cause of erosion. Erosion was also caused by rushing water from storms and lack of gutters to prevent the erosion in this area. There was an insurance claim made relating to the fact that the line item in the budget for maintaining the dyke was removed in 2012. The Board recognizes there is substantial drainage issues on owner's property that will be addressed following inspection in 2017. Sally Hall agreed to have Greg Hall look at the property fence along the bulkhead in this area on St. Augustine.

NEW BUSINESS:

Sally Hall will look into an owner's request for reimbursement of stump removal in what owner states to be common area. The Board discussed that regardless a request for removal would have had to be submitted to and approved by the ASC. The Board and Premier discussed tree removal in the lagoon. The Board stated that it had discussed this issue in a prior meeting and that due to price gauging and budget, the tree removal in the lagoon has been put on hold until later in the new year.

APPOINTMENT OF BOARD OF DIRECTOR OFFICERS:

Steve Premo, President

Joellen Cooper-Pyles, Treasurer

Al Kritter, Vice President

*Hollie White, Member at Large

Lori Blass, Secretary

*Palma Adkins turned in her letter of resignation at the conclusion of this Board meeting. The Board of Directors appointed Hollie White to take over the year remaining on Palma's term. Hollie agreed to serve the remainder of Palma's term.

Meeting adjourned at 12:40p.m.

The Board of Directors next meeting to be held on January 18th at 10:00a.m.

Minutes respectfully taken by Lori Blass, Secretary.