

## Causton Bluff Meeting Minutes

March 18, 2024

Call to order: 9:36am

Attendees: Susan Brinkley, Jim Lanier, Chris Yarbrough, Joel Moore

Other Attendees: Brandy Waters, Alan Roberds

Minutes approved: Motion to approve February minutes. Approved

Financials:

22 St Aug. Cottage purchase: Capital Contribution discussion. Requested Brandy follow up with an email to the finance committee that the Capital Contribution is properly allocated.

Consolidated invoices need a breakdown and greater details for the scope of work. A request for the details has been sent and has not yet received a response. The amounts spent thus far are \$8975, \$6990, \$7995. Motion to move money from reserve account to operating account to cover Consolidated. Approved

The Terracon Invoice was paid from the operating account and may have to come from reserves. Is it from the dredging, permits, or the dyke outflow area? Check with the finance committee and pull funds for all but monthly lagoon dyke maintenance from reserves. Brinkley requested that all Board members be included in the quarterly dyke inspection reports.

Motion to pay current dyke permit fees and any necessary repairs under this permit out of reserve. Approved

Francine Knox emailed regarding CDs and keeping the balances under FDIC coverage, unbalanced budget, cash shortfall, and cash flow.

Alan responded that the cash shortfall is helped by moving reserve funds for items like Terracon. Insurance is due in August; Brandy will be certain that the funds are there. Discussed the way to mitigate uninsured funds. Motion that when accounts are over the insured amount move to an ICS operating account or open an ICS and move funds, being certain to notify the finance committee. Approved

### **Committee Reports:**

Cottages

- Status of front and side door painting, St. Augustine Bend and Sassafras is finished.
- One on Pipers Pond has an original back door that needs to be painted.
- Still working on Pipers Pond and going back to do mullions, running a tab not to exceed 2k.
- The Board is concerned with the experience with CertaPro management. Several small items were not included in the bid but were not discussed until work was underway. The board discussed that the lowest bid isn't always the best. The workers did a good job, but it was difficult to communicate because of the language barriers.

- Vines on the fence between 2 cottages. The owner on one side of the fence vines cut vines off, the other homeowner did not. The fence was repaired. The wrong color was put on the fence. CertaPro quoted \$300.00. Tree trimming on a property has exposed that an owner used the wrong paint color in the past on fences and deck. The owner has been notified.
- ASC to assist with a draft of notice to all homeowners regarding vegetation on fences- not allowed or the homeowner is responsible. Multiple deck and handrails have been noticed with wrong colors. Management sending notifications. All homeowners need to follow the documents. The term deck is referring to the flooring of a porch or walkway.

#### Harbor:

- Name plaques identifying slip owners have been installed. Homeowners appreciate the nameplates on the docks. Nameplates will be replaced as ownership of a boat slip changes.
- A boat taking on water was noticed, and the owner notified - was glad name plaques were in place so the owner could be notified quickly.
- Crossbeam repairs are underway.

#### Common:

- The pool pump needs more efficient operation of the filter. Sand vs Glass media, discussion on the filter corrective measure. The new filter system will work with any future improvements. The pool company will drain the pool, pressure wash, and refill the pool at no additional cost.
- The board approved the glass media option, with pulling from reserves to pay for it.
- Any other pool repairs throughout the year will also need to come from reserves.
- The pool opening date is typically mid-May.
- Discussed pool design and obtaining multiple bids regarding pool improvements of the 30 + year old pool. The board to plan a community meeting once we get some plans to address the pool improvements or the fall season. An architect is working on a conceptual drawing,
- The board asked Brandy to get 10 homeowner information packets printed and spiral bound. For every closing have a welcome packet hand-delivered by the welcome committee.
- Reserve budget 20k - Street sign replacement this year, logo on each sign made with composite.
- Reoccurring-intermittent gate/camera failures. Solutions are needed asap, Brandy will ask Jeff at Mouse Pad. Some problems are Comcast.
- Discussion of a homeowner with chickens that need to be removed. Documents are clear, chickens are not allowed in the community.
- Discussed Causton Bluff website updates.

## ASC

- Property lines are the responsibility of the homeowner for ASC approval.
- 5 pipers a new attorney letter states we will be receiving 10k. We release the owner but, retain the lien on the property.
- Synthetic lumber is to be used on deck flooring only. All other areas need to be paintable.
- Decks replaced, and improved must be painted the approved color of Sherwin Williams Sand Trap.
- All improvements must be covenant-compliant.
- Motion to adjourn 12:21 pm