

CAUSTON BLUFF HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTOR  
MEETING MINUTES  
MAY 10, 2017  
15 PIPER POND LANE, SAVANNAH, GEORGIA 31404

Directors Present:

Steve Premo, President

Al Kritter, Vice President

Joellen Cooper-Pyles, Treasurer

Sally Hall, Member at Large

Directors Absent:

Lori Blass, Secretary

Guests:

ASI:

Patrick Thompson, Patricia Miller

Mr. and Mrs. Warren Thrasher – 50 Sassafras Trail

Steve Premo called the meeting to order at 10:00 a.m.

Warren and Emily Thrasher were present to appeal the ASC denial regarding the installation of solar panels. The Board listened to the Thrashers present their reasons for going forward with the installation of solar panels although their original request had been denied.

Steve Premo explained to the Thrashers that solar panels are discussed in the Architectural Guidelines which are posted to the CB website. Joellen suggested that the Board be given a chance to discuss this issue, thanked the Thrashers for coming to the meeting and informed them that they could expect a letter from the Board with their decision.

Steve Premo passed out the agenda for the meeting.

**ASI**

Patrick Thompson discussed several services that ASI offers, including:

1. ASI would provide a service, (15.00) per meeting, that would record the minutes of the board meetings in the future.
2. Provide the Board with Action Notes from the meeting.
3. He explained Smart Web - which would allow homeowners to submit their ASC request and the system would distribute to committee members. Equally, the committee members would approve or deny requests and these responses would be sent to the individual homeowner. Patrick said that ASI would need a list of committee members.
4. Our current website will be linked to the ASI website in the near future.
5. ASI has the ability for on-line voting.

Patrick said that ASI would work diligently to collect all homeowner email addresses.

Patrick discussed separating the 3 accounts and said that it was a good idea to have separate tax ID numbers for both communities and dock slips.

Al Kritter emphasized to ASI how willing the board members were to help with the transition process.

Patrick apologized for the slow transition period.

Al stated his concern regarding the lack of current vendor contracts, in particular landscape. Patty does not have contracts for several current vendors. She is working to collect these contracts and review scope of work. Patrick reinforced that ASI would maintain current contracts on all vendors detailing scope of work.

ASI promised that all new contracts will be presented to the Board for approval. (The Board spent time detailing what the scope of work should be for some of the contracts.)

The importance of a gate maintenance contract was discussed and it was decided that ASI would pursue establishing such contract.

Al asked ASI about the status of the Reserve Study.

Patty has amended all forms on the website to reflect ASI and their contact information.

Patrick is going to obtain a cost for ASI managing our website.

Steve Premo questioned Patty regarding status of the current decals. Patty stated that she gave the gate attendant decals to distribute. Steve informed Patty that there is currently a form that needs to be filled out with every decal distribution and he did not feel that this was the gate attendants' responsibility. Clickers should also be individually assigned to homeowners.

Homeowners that have not returned their vehicle registration form were to be notified and given 10 days to reply. After this time, fines would be assessed and vehicles would be stopped at the gate upon entering each time.

Stucco repair: Currently, the board is holding a check made out to C&C for stucco repairs that were not done correctly. Patty was going to contact C&C and request that they remove their equipment from the Common area.

Steve Premo informed ASI that it was their responsibility to assess individual homeowners when it is determined that damage to their stucco is due to negligence. Patrick was asked to go forward with an engineer's assessment and condition survey regarding the stucco. All homeowners will be alerted to pending inspections. Once inspections are complete, homeowners will be notified and given a required scope of work and timeframe to correct a situation.

Patty requested moving monies held in our accounts for FDIC protection. The Board agreed with this.

Patty spoke with Lawnsapes Management and it was decided that homeowners would receive service or they would receive NO service. Homeowners will still be responsible for paying their portion of the assessment in respect to Landscape Maintenance.

Boat slips will no longer be billed for electricity.

#### **COMMITTEE REPORTS**

No issues reported at this time.

#### **OLD BUSINESS**

Patty was asked to follow up with PSM regarding the automatic gate opening setting. Steve Premo was going to follow up with the status of the sewer lift station. He stated that the contract duration is 180 days.

#### **EXECUTIVE SESSION**

Board of Directors meeting was adjourned at 1:30 p.m.

The Board of Directors' next meeting will be held on June 14, 2017 at 10:00 a.m.