

**Causton Bluff Board Meeting Minutes**  
**May 15th, 2023**

Call to Order: by Susan Brinkley at 9:34 AM

Board Members Present: Susan Brinkley, Joel Moore, Steve Miller, and Will Schubert.  
Others Present: Cindy Miller (Finance Committee) and Amanda Mabry and Alan Roberds  
(Keystone Association Managers)

Financial Review: April

Account balances are reflected below:

***Causton Bluff Owners Association***

Operating Cash:	\$ 66,203.84
Reserve Cash:	\$ 58,599.73
Reserve ICS:	\$ 16,300.53
Reserve CD Funds:	\$ 150,000.00
Total_____	<b>\$ 291,104.10</b>

***Cottages at Causton Bluff***

Operating Cash:	\$ 48,515.53
Reserve Cash:	\$ 22,858.99
Reserves Roof ICS:	\$ 7,053.40
Reserves ICS- General	\$ 4,978.66
Reserve CD Funds:	\$ 900,000.00
Total_____	<b>\$ 983,406.58</b>

***Causton Bluff Harbor***

Operating Cash:	\$ 49,496.04
Reserve Cash:	\$ 18,116.07
Reserves ICS:	\$ 65,637.84
Total_____	<b>\$ 133,249.95</b>

1. Cottages:
  - a. 30 Bartow owner started a payment plan and will be charged for fees and interest.
  - b. 5 Pipers Pond foreclosure is moving forward, but no date has been set.
2. ASC:
3. Harbor:
  - a. Reviewed new estimates for crossbeam repair and boardwalk replacement.
4. Common:
  - a. Discussed the results of the special meeting to approve new covenants and bylaws, and reviewed the comments and questions said at the meeting by residents.
  - b. Sent Premier Landscaping the Terracon report on erosion along the dike, to get more sandbags in place.
  - c. Premier Landscaping finished removing the retaining wall on Pipers. Reviewing the updated quote for Causton Harbor Drive retaining wall to see if it fits in the 2023 budget.
  - d. Zulu's final payment continues to be held till Terracon verifies the job is complete. Terracon will discuss the next steps to get the job completed with Will.
  - e. Final revision of financials and corrections sent to reserves study company.
  - f. Diamond Pools looking into the leak detection results and waiting for a response for the next steps.
  - g. Prince Construction Company cleaned up weeds and grass outside the gate and walls.
  - h. Waiting for quotes from vendors to add paving and curb at the pool area.
  - i. Discussed ways to fund repairs and expansion for the pool pump rooms.
  - j. Coastal Empire will give quotes to repair gate damages.
  - k. Set a date to have the Cottages and guard house blown off in May.
  - l. Discussed Memorial Day Party

Adjourned: 11:40 AM