



June 9, 2018
BOD MEETING MINUTES

- I. **CALL TO ORDER** – The meeting was called to order at 1:00 PM by President, David Knox. Also in attendance was Al Kritter (VP), Selina Brown (Secretary/Treasurer), Holly White (Director) and Don Reinke (Director). Gary Kornegay and Jodi Harstine MSM were also in attendance. Alan Roberds called in to attend.
- II. **May 14, 2018 MEETING MINUTES** – yet to be provided from ASI to MSM
- III. **FINANCIAL REVIEW** – Board discussion to review at next meeting in anticipation of all documents being transferred from ASI
- IV. **REVIEW OF ACTION ITEM LIST**
 - **Path to Harbor:** Mr. Reinke spoke to Scott Buck and the work will begin on Tuesday, June 10, 2018.
 - **Tree Inventory:** In Progress, Dead tree across from 310 Causton Harbor Way, and any branches lower than 14ft. need trimmed. Tree in Ginger's yard needs a crane to safely remove it.
 - **Collection Fee Policy:** Project to be completed by new Property Management.
 - **Gate House Pocket Folders & Forms:** updating forms and providing new copies for distribution
 - **Key Pad Replacement:** Completed.
 - **Sub-Association Management:** David to discuss with attorney.
 - **Boat Slip Registration:** Project to be completed by MSM.
 - **Gate software:** Al Kritter provided necessary information for MSM to gain access to gate software. Al Kritter also to provide information
 - **New Pool Furniture:** reported as delivered via the Board and ASI
 - **Sample ASC package:** New form updated on website, no changes added to document as of yet.
 - **Get louvres painted:** Assigned to vendor, on hold for access to storage closet.
 - **Erosion under sidewalk by Dock:** New Property Manager to complete.
 - **Transition In:** Alan Roberds updated regarding transition, account start up checks received and owner ledges, still waiting for the balance of accounts and ledgers.

NEW ACTIONS

- Video camera system upgraded.
- Review the electricity bills over the course of the month at the Harbor.
- Review AT&T: Why phone bills so high? Alan to research and report to Board
- Contact Georgia Power: One globe at the end of Sedgebank needs to be replaced.
- Owner directory
- Pool repairs, collars on ladders need replaced, securing of rubber protector on ladders in water, Jacuzzi steps need repair, bubble in concrete near ladder making it unsafe
- Repairs to men's bathroom, new caulk- in progress

V. COMMITTEE

CAUSTON BLUFF
Owners Association

REPORTS

A. Cottages –

- Ms. White reported that she had attended the last meeting of the Cottages Steering Committee. Ms. White reported that the ASC has reviewed and made changes to the application fees, new form is uploaded to website already.
- New Welcome Process: Ms. White presented a proposal provided by the Steering Committee of a welcoming process for new residents in the entire community. Ms. White said that the Board would need to take some time to review before discussion.

B. Harbor/Lagoon – Mr. Kritter reported that the project is currently in the approval process for the harbor dredging. The spoil site needs to be surveyed, the eco survey comes next and then a site assessment. The first preliminary price for the dredging would be approximately \$20,000. Mr. Knox asked who is managing the dredging work. Mr. Kritter responded Mike DeMell.

C. ASC – Nothing to report.

D. Financial – Alan Roberds in communication with ASI to obtain the rest of the necessary information to bring all records completely to MSM.

VI. OLD BUSINESS

A. Sub-association Amendment – Nothing to discuss at this time.

B. Bartlett Tree Status – Discussed during the Action Item List review.

VII. NEW BUSINESS

A. Insurance: The Cottage Board of Directors will need to get a separate Directors & Officers after the amendment is executed.

B. Termites – Mr. Knox reported that the initial repairs to 39 Sassafras have been completed. There is a waiting period before the next set of repairs can be completed.

C. Transitioning of Property Management companies: Discussion ensued regarding how information should be transferred from ASI & Market South.

VIII. ADJOURN