

## Causton Bluff Meeting Minutes

April 22<sup>nd</sup>, 2024

Call to order: 9:38am

Attendees: Susan Brinkley, Jim Lainer, Chandler Kinsey, Joel Moore, Will Schubert

Other Attendees: Brandy Waters

Absent: Chris Yarbrough

Minutes approved: March minutes Will Schubert motioned to approve Jim Lanier 2<sup>nd</sup>.

### **Committee Reports:**

#### **Financials:**

- Bank reconciliation report given by Chandler. Some of the CD's will be rolling over next month.
- ICS operating accounts open for Cottages and Common. Edit to be made on WAB formula.
- Reserve transfers done correctly into the two ICS accounts.
- The first statement comes in May, we need to be certain that the amount stays below 250K uninsured.
- Consolidated-Brandy is continuing to reach out and not getting updates. Brinkley requested Brandy to call daily.

#### **Cottages:**

BOD will need to drive around and identify the questionable trees. The tree near the homes 23/25 Pipers Pond has a tree low. Check tree-hitting vehicles and at 18 Sassafas. Matt at Herrington will give us a day rate, we have a 7,000.00 Cottages budget.

All berms are not historic. Most of our berms are pushed dirt.

Harbor: Piled up wood needs moved and cleaned up so that it appears neater. Good comments on the name plates, 3 more have been ordered.

Sandbags need to be placed to cover from pinpoint flag to flag according to the email sent to Brandy. The email will be forwarded to Susan Brinkley and Will Schubert.

#### **Common:**

Trees need to be trimmed off roadways. We want to avoid problems during storms and must meet requirements of all emergency vehicles.

Matt at Herrington will give us a day rate, we have a 9,000.00 Common budget.

Board discussed using some money from reserves for pool renovations.

#### **ARC:**

Discussed getting the letters out to make corrections on items that don't meet ARC. All homeowners are to obtain ARC approval prior to making changes.

8 Pipers Pond, the deck that has been adjusted in some ways, without ARC approval with high posts and the wrong color, needs a letter requesting correction following the ARC guidelines.

A long discussion on fences and the guidelines pertaining to fence modifications and the future costs to the HOA as it would be impossible to identify if the fence is original or added at some point in the past.

Several homeowners have put in an ARC application and had an approval over a year ago and have not yet done the work. Those owners need to resubmit prior to beginning work.

ASC draft letter to homeowners was sent to Susan and Joel for approval around April 1<sup>st</sup>. Awaiting approval.

**Action items:**

- A gate house discussion is needed, so let's schedule a meeting for Sunday the 30<sup>th</sup> at 10:30am. Susan, Tony, and Joel.
- Pool remodel accounts need to be created so that homeowners can start funding. We are less than a year out. Paying in advance is going to be available.
- 5 Pipers Pond update from attorney. \$10,000.00 was paid and we will still maintain the lien. The home is for sale and possibly under contract, it was listed for 470k. Can we request the bank provide a statement of account so identify the amounts owed on the reverse mortgage to find out if bank is receiving more than owed.
- Reserve budget requires 21 signs for \$900.00. We were not able to find 21 signs. Looking for a design for our street signs and monuments.
- Craig has a small update on pool ideas and will try to get together this upcoming Tuesday. There are 4-6 months until the project needs to start.
- The front gate was hit, and the person was identified. Brandy will contact the owner and Coastal Empire Fire and Security for estimates on repairs. The exit gate will need to be straightened out and the owner will be paying for it.
- Website: Needs a lift/ found at [hoacaustonbluff.com](http://hoacaustonbluff.com), then enter anchor twice. Brandy will locate who we pay and how much for the URL account.
- Trapper Jack has been on site with no update given.
- Please get Pam Roberts and copy Susan, to make an ongoing list of the new homeowners back through 2023 to get the homeowner packet to them personally. Moving forward let's send the new owner information as they are happening.
- Gate house-Jeff from Mousepad updated that they replaced the router, UPS Battery Backup, and Network Switch and there have been no interruptions since. The problem appears to be fixed.
- New homeowners meet and greet is needed.

Motion to adjourn 11:17 am