

CAUSTON BLUFF HOMEOWNERS ASSOCIATION
BOARD OF DIRECTOR
MEETING MINUTES
MARCH 2, 2017
15 PIPER POND LANE, SAVANNAH, GEORGIA 31404

Directors Present:

Steve Premo, President

Joellen Cooper-Pyles, Treasurer

Lori Blass, Secretary

Directors Absent:

Hollie White, Member at Large

Guests:

Sally Hall, Finance Committee

Premier Management:

Janice, Ashley, Justin, Jaimi

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

Joellen made a motion to approve the January 2017 Minutes. Lori seconded the motion. The Board voted unanimously to approve the minutes.

Janice Rossiter gave the Board of Directors a letter that would terminate Premier's management contract with Causton Bluff HOA 30 days from March 2, 2017. Janice stated that the relationship was no longer harmonious. The Board accepted her resignation. Steve Premo was appointed as the point person for all documents that Premier had in their possession. Janice Rossiter agreed to cooperate and make the transition go as smoothly as possible. Following the presentation of Premier's termination letter, the Board proceeded to address issues and matters of business concerning Causton Bluff and Premier's involvement in those matters.

Steve Premo proposed to adopt the action item report method that Al Kritter had proposed to the Board. The Board unanimously agreed.

Maintenance:

Steve Premo addressed the removal of trees in the lagoon. The Board discussed the matter referring back to the Board's prior stand and motion on this issue. The Board rejected this proposal to remove trees and agreed that Sally Hall would provide a common property study. The Board agreed this was necessary to address the entire scope of the state and condition of common property rather than a singular issue.

The Board discussed the gate camera and cost to make the repair. The Board rejected spending to make this repair due to the fact that the bridge project will affect Causton Bluff's front entrance. It was also noted that the camera can read all car tags coming in and leaving the community. It was reported that Brian McCarthy was overseeing the fence to be constructed at the harbor parking area with pilings from the piling replacement project.

Ashley Peto reported that the common sprinklers will be turned on at the end of April.

Lighting at the front entrance and common areas was discussed. Sally Hall suggested that this was necessary and that a survey should be done. The Board agreed that this project would be budgeted for 2018. Georgia Power proposal (Keith Rose email to Janice Rossiter dated Feb 28, 2017, subject: RE: Causton Bluff LED lighting upgrade) would upgrade all existing lighting to LED at no upfront cost to CB. The Board agreed to table this matter for further discussion until September 2017.

Finance Report:

Premier reported that Causton Bluff's accounts are allocated between 3 banks. She further stated that accounts in 2 banks needed to be closed out. Janice stated she would close those accounts out this month. Joellen Cooper-Pyles' would be a signee on all accounts along with Sally Hall. The Board reviewed the financials with Premier. The Board discussed the A/R report regarding action that could be taken by the attorney regarding collections.

Welcome Committee:

Completion of the handbook was discussed. Ashley stated that revisions were being made at this time.

ASC:

Joellen updated the Board on the current status on construction of homes located on Bartow Point.

ASC Cottages:

The Board discussed a request to erect a temporary fence in the rear yard area at one of the cottages. The Board agreed the covenants intent was that no fences, other than the original fencing in the cottages, was to be erected whether permanent or temporary. The Board agreed that this should be put in the newsletter and handbook.

Steve Premo made a motion to decline the request to erect a temporary fence and stand on the Cottage ASC's recommendation to decline the request. Lori Blass seconded the motion. The Board took a unanimous vote on the motion.

ACT Committee:

Automobile decals were discussed. Premier reported the number of decals allocated owners to date. The issue of decals requested by owners to give to non-residents was discussed and denied. It was further discussed that decals must be purchased for new cars.

Golf Cart Rules were discussed.

Steve Premo made a motion to approve the Golf Cart Rules which included an update fine schedule of \$50.00 for improper display of decals. Lori Blass seconded the motion. The Board took a unanimous vote on the motion.

An action item for the ACT regarding patrolling of the community during the time of the bridge project and Causton Bluff's gate house potentially being moved. The need to update the security system was also discussed.

Lagoon:

Brian McCarthy emailed the Board an invoice regarding the required work to be done on the dike as a result of Hurricane Mathew. The work will involve repair of washout in areas along with replanting of sod and other vegetation.

New Business:

The Board discussed the cottage roofs that to date have not been replaced. Ashley provided the names of those owners. The Board discussed that Premier would notify those owners that the HOA would be moving forward with replacing of the roofs. A 180-day payment schedule was approved by the Board for the 6 remaining homeowners and that Premier would secure payment from owners of their portion of the roof replacement. It was also brought up by Premier that the warranty on the roofs previously replaced was due to expire. The Board instructed Premier to get a roof condition survey done immediately which would include conditions of all roofs and chimney caps. Roof maintenance schedules to Grassi were discussed by the Board and conditioned on roof warranty completion.

Solar Panels: A Cottage owner's request for Solar Panels was previously denied by the Cottage ASC. The owner request a hearing before the Board. The Board agreed to the owner's request for a hearing (later deferred at the homeowner's request until the BOD meeting on May 10).

The fence on St. Augustine was addressed by Sally Hall and it was reported that only repair work was needed, not replacement. The fence will be included in the common area survey.

The Board addressed the ongoing discussion whether to have speed bumps in certain areas throughout the community. A Two quotes for road repair work was discussed; one for over \$12K for repair of CHD and PPL, and one for \$1.5K for temporary repair of PPL. The Board discussed the Pipers Pond road repair scope of work for \$1.5k.

Steve Premo made a motion to move forward with the repair work. Lori Blass seconded the motion. The Board took a unanimous vote on the motion.

Steve proposed that the Board of Directors set a calendar for Board meetings. The Board agreed to hold meeting on the second Wednesday of each month. The Board confirmed the semi-annual meeting date of June 15th and the annual meeting date in November 16th starting at 6:30 PM location TBD.

Old Business:

Contract status for tree removal was tabled at this time.

A cottage owner's sinking ground at 23 Pipers Pond was discussed by the Board. The Board asked Premier to contact an engineer to evaluate the situation and later instructed Premier not to proceed.

The Board of Directors took into consideration Hollie White's request that the Board discussed her probable work schedule conflict with the Board meeting times. Hollie proposed that the Board replace her if the Board deemed it necessary to have a member who would have more schedule flexibility with the Board's needs. The Board made a decision to ask Sally Hall to replace Hollie in the position of Board Member at Large.

Steve Premo made a motion to replace Hollie White. The Board discussed the motion with Sally Hall. Sally agreed to accept the position. The Board took a unanimous vote on the motion.

Steve agreed to notify Hollie after today's meeting.

Board of Directors meeting was adjourned at 12:45p.m.

The Board of Directors next meeting will be held on April 12, 2017 at 10:00.