

## **Minutes for November 10, 2018 Sand Dollar III Board Meeting**

Location: Recreation Room, 8050 A1A South, St. Augustine, FL

The meeting was called to order by President Joshua Herbstman at 9:00am. A quorum was established with Board members Bob Reed, Larry Ridley and John Hrencecin.

The Community Association Manager (CAM) Jim Haga confirmed that the association complied with of the necessary requirements. Judy Alligood was unable to attend this Board Meeting.

### **Reports from Officers and CAM**

#### **Financial Report-Larry**

#### **CAM Report –Jim Haga**

#### **President’s Report – Josh Herbstman**

Josh spoke about the upcoming “2019 Ballot Initiative” regarding Storm Shutters for SD III.

#### **Old Business:**

1. The Board Approved the Minutes of the July 14, 2018 Board Meeting.
2. An Operating Guidelines Document, drafted by the Board President with input from the Board and Jim Haga, was presented and approved unanimously by the Board. This document, subject to review and modification by any future Board, is an overview and set of guidelines on the day to day operation of SD III. It deals with our various maintenance schedules, responsibilities of Jim and Cody, and other policies relating to SD III. Should Jim be absent, these guidelines would help assist in operating SD III. It is not a Rules & Regulations Document.
3. As per last Board meeting, the Security Camera Project is being delayed, as Jim and Josh are investigating wired installations. Through some research, it has been determined that the concrete nature of SD III would prevent wireless security cameras from properly working in much of the areas needed. Jim and Josh will report to the Board at a later meeting to present their findings.
4. The Board will be presenting at a future SD III meeting a 2019 Update to the Rules & Regulations. This one unified document will consolidate previous Rule adoptions, and will be presented with a “60-day comment period” before a vote for adoption. (This will happen possibly at the 2019 Annual meeting)

5. The Board voted unanimously to authorize a \$25,000 transfer from the operating account to the Reserves. Josh will email Judy to follow up on this matter.
6. As the concluding matter of our 2018 Modernization Project, the Board has drafted language for a 2019 Owner Ballot to Change the Rules & Regulations regarding Shutters and Windows for SD III. At the Beginning of 2019, a ballot w/ cover letter will be sent to all unit owners for approval to change the regulations at SD III. Needing 75% of the owner approval, (36 of the 48 units), this change will mandate all units have Hurricane Shutters that meet FL Building Codes. A discussion of this matter was had by the Board and the unit owners attending this meeting.

#### **New Business:**

1. Jim discussed the continued deterioration of our Upper Garage Deck. The \$10k patch job we did years ago is failing, and a new resurfacing is in order. The Board voted for Jim to get three estimates so that follow up on this project can begin at the next meeting in 2019.
2. The Board discussed and authorized making Cody full-time after a summer trial period wherein his hours had increased. Jim and the Board were pleased with his performance and feel this addition of hours is necessary for the proper maintenance of SD III. The Vote was unanimous in favor.
3. The Board voted unanimously to make *Dryer Vent Cleanings* as a mandatory part of unit maintenance.
4. After years of dealing with the problems associated with our ceiling tiles, Jim & Josh investigated replacing these tiles with nonporous PVC plastic tiles. A test run of this installation, along with replacing the outdated fluorescent lights, was done in our office. It is a needed improvement for the LL areas. Though the cost is higher, this upgrade will be a one-time cost, saving us money in the long run. Tiles will no longer sag, absorb moisture, or stain. The project is easily done in-house by Jim and Cody. The cost for the project is approximately \_\_\_\_\_. This will include LED lights for all areas downstairs. The Board voted unanimously to authorize this project.

**Owner Comments-** None

**The Meeting was adjourned at 10:30 AM.**