



MBA Board Meeting

MEETING MINUTES

October 16, 2021

8:30 AM

Zoom Meeting

In attendance: Board Members Present: Paul Bradley, Margie Cyr, Jerry Kafka, Ron Thomas, Amy Witcover-Sandford, Ellen Throop (not present – Nora Alter, Carol Paul, Tris Kruger)

Also Present: Hope Wagner, CAS

Homeowners – Marty Shecter, Nancy Glasgow, Susan Hillebrecht, Kerry Hall, Peggy Taylor, Neil & Abby Imus, Holly Fluty Dempsey, Bill Gay

Call to order, Paul Bradley, President, 8:33 AM

Ron motioned and Ellen seconded: No electronic or any type of recording (video and/or audio, etc.) of the Board meeting in any fashion is allowed except via Zoom initiated by the Board; passed unanimously. Paul confirmed no attendee objected to being recorded.

Review Board Meeting Minutes: Thursday, September 23, 2021 1. Paul will add the motion where Ellen moved and Tris seconded Tris Kruger to be Vice President: Ellen and Tris voted in favor of this motion, all other Board members opposed this motion, the motion failed; and mileage aspects for lower speed areas in off-season. Margie moved and Ron seconded; unanimous. Paul will make the changes, circulate, and will be deemed final within 48 hours unless Board member objects.

Property Manager's Report: Hope Wagner, CAS

- Reserve Study draft completed; Bob Wheylan is willing to meet with Board to discuss; Jerry indicated that one fundamental change will affect numbers and the starting reserve number is overstated; Hope will coordinate meeting once starting number change is made.
- Precision no longer storing golf carts during winter; Hope searching for options; Ron addressed process to keep batteries charged and stored over winter.
- Waiting for five stop signs to be delivered; this is a work in process.
- Pricing for two No Parking signs is still pending.
- Public Annual Notice for Private Beach – talking with representative at Coastal – previously posted at Wave – Hope will get notice in by December.
- MBA Zoom account opened and in use.
- Neighborhood network website – Hope, Paul and Jerry attended.
- 18 Dune new construction with solar shingles. Margie will share info re: solar shingles.

President's Report: Paul Bradley

The following have been selected as committee chairs:

- Beach Patrol: Mark McCulloh – no report.
- Beautification: Holly Fluty Dempsey – working on membership recruitment. Partnership with Community Facilities. Watering is high priority – no plantings in Spring that aren't drought resistant. Possible survey regarding views of members for desired work. Plans to form a tree task force i.e., pine beetle assessment. Scope and cost review for butterfly garden. Continue multi-generational fun with garden.

- Building: Margie Cyr – see written report.
- Budget/Finance: Jerry Kafka – provided.
- Commercial: Bill Gay – no report.
- Community Facilities: Ron Thomas – Dave Wiecking has been added to the committee. Replaced stop sign and post at Addy and Beach Plum. Meet with Ken Griffin re: plumbing company to turn off foot washes and add water filling station. Still need handy man. Thanks to all who helped at weekend event.
- Community Patrol: Steve Larsen – no report.
- Social: Amy Witcover-Sandford – survey regarding members input for events.

Facebook – discussion of unofficial Facebook page. Paul offers for someone to address an official MBA Facebook page. Margie Cyr mentioned that the Facebook administrator for the unofficial MBA Facebook Page might be willing to post and moderate MBA official messages for Committees.

Committee membership is limited to three members per the MBA Bylaws. Others can and are needed to volunteer to help. Updating the organizational chart.

Jet sealing Short and Bayberry this week; ½ of street (lengthwise) will be done per day.

Construction on Saturdays is permitted beginning November 1, 2021.

Seeking volunteers for dog waste station maintenance.

Treasurer's Report: Jerry Kafka

- Financial Reports
- Review of End of Fiscal Year
 - Surplus of \$56,000; Jerry and Paul seconded that the surplus of operating revenue over expenses for the year ended March 31, 2021, as reported in the MBA Financial statements prepared by Book & Associates, and transmitted on August 30, 2021, in the amount of \$56,442.00 be transferred to the Capital Improvements Reserve Fund; The motion passes unanimously.
 - The reserve fund amount suggested by the Reserve Study was not fully funded in 2017-2019.
 - Budget Committee – Jerry Kafka, Steve Larsen, and Marty Shecter– will be soliciting input for budget items from Committee Chairs – intend to create a one-year budget and two-year projections.
 - Ron, Community Facilities asked questions about the maintenance payroll – for two individuals. The hours noted seem overstated. Ron will be added into approval process before CF staff is paid.
 - Margie asked about line 5713 landscape irrigation. She believes there were payments made in July. Hope stated that watering was paid under landscape maintenance. There was discussion of how to code this item as watering was specifically addressed in the budget under its own line item. There is consideration of how to consolidate items potentially. Jerry will talk to Committee Chairs re: such potential for ease of reading and more consistency among MBA reporting agents.
 - Check to Mark Jackson: \$6,250.00, this was a return of deposit for large project. Same premise with Trang Bowers. CAS will make notation for such checks. Paid from bond account.

Questions for Committee Reports – no others.

Unfinished Business

- Website User Agreement – Ellen to draft/locate a more Association-friendly style.

- Delinquent annual assessments – lien status mentioned as to two properties.
- Code of Conduct – discussion of same. Content questions. Consensus to rewrite. Paul will try to rewrite and combine Conflict of Interest and Code of Conduct.

New Business

- Penalties for rule violations, there was discussion that the fine amounts are too low. A graduated schedule was discussed; fine per day; category fine overlay. Need to follow process of adoption, enforcement, and amounts. Address fining policy. Paul motioned, and Amy seconded - \$100.00, \$250.00, and \$500.00 – within one year – same rule. Ellen to update draft as approved by Mary Schrider-Fox. The motion passed unanimously.
- Draft 2021 Reserve Study – see above.

Attendee Comments

Board confirmed fines apply to all types of violations. Thanks to all board members and for addressing conditions at end of Addy Road.

Adjourn to Executive Session for discussion of: Ellen moved Ron seconded: all in favor.
10:55 AM:

- Violation hearings
- Executive Session Minutes September 23, 2021
- Board member duties, including confidentiality
- Personnel
- Contracts
- Delinquent assessments

Reopened Meeting

Adjourn Margie motioned and Amy seconded to adjourn Open Meeting; passed unanimously.

Future Meetings: **MBA Board:** Thursday, November 18, 2021, 6:30 PM
 Saturday, December 18, 2021, 8:30 AM
Community: Saturday, May 7, 2022