

PALMETTO DUNES AT PELICAN SOUND CONDOMINIUM ASSOCIATION INC.

BOARD OF DIRECTORS MEETING

April 9, 2024

Minutes

Present: Dale Heinz, Ray Halik, Mary Cook, David Koch, Kathy Fitzpatrick, and Mike Burson via phone. Cindy Janssens was absent with notice. Also present: Sherry Summers, Sandcastle Community Management.

**ESTABLISH A QUORUM**

The meeting was called to order at 1:31 pm by Dale Heinz and established that a Quorum of the Board was present.

**PROOF OF MEETING NOTICE**

Dale Heinz reported that the notice of the meeting was timely posted on the Association's Bulletin Board as well as it was emailed to all owners and placed on the website.

**MINUTES**

Ray Halik moved to waive the reading of the Board Organizational meeting minutes of March 12, 2024, and approve as written. Seconded by Kathy Fitzpatrick. All voted in favor, motion passed.

Mary Cook moved to waive the reading of the Board meeting minutes of February 6, 2024, and approve as written. Seconded by Kathy Fitzpatrick. All voted in favor, motion passed.

**LANDSCAPE COMMITTEE**

Ray Halik provided an update to owners via the Dunes Digest. The committee is having the Oak Trees assessed for possible removal and replacement with another hardwood tree.

**ROOF TILE STORED IN BOAT YARD**

Ray Halik also discussed the extra roof tiles located in the boat storage yard. The board approved Colonial Roofing to come in and restack the sixteen (16) palettes of roof tiles on new carbon fiber pallets and shrink wrap at a cost of about \$10,000.00.

**FINANCE COMMITTEE**

Dave Koch gave a brief update on the financials. He noted that going forward the Board will not call owners with past due reminders. Owners will receive a letter after 30 days past due, second letter after 60 days which will include late fees and interest, then if no payment received, a lien may be placed on the property. Owners are encouraged to sign up for auto pay. New instructions with a link to Truist bank will be available online.

### **SCHWAB ACCOUNT UPDATE**

Dave Koch explained that \$1,000 was the initial transfer amount to test the process and account. An additional \$39,000 was transferred subsequently from dormant operating accounts at First Horizon Bank. Funds will be wired from consolidated accounts into Schwab to be invested in Treasuries.

### **SOCIAL COMMITTEE**

Dale Heinz advised owners that a member had recently stepped down and are looking for a volunteer to fill the position.

### **PAINTING COMMITTEE**

Kathy Fitzpatrick, committee chair reported that nine members of the painting committee have been meeting regularly. The committee presented the color and design scheme to the owners and an electronic vote will be taken within the next couple weeks to approve. Kathy Fitzpatrick made a motion to approve sending the paint scheme to the community for a vote. Dave Koch seconded; the motion passed unanimously. Kathy Fitzpatrick made a motion to approve Contractors Painting, Inc.'s contract in the amount of \$219,985.00. Ray Halik seconded; the motion passed unanimously. Replacement of exterior light fixtures is planned as part of the project. Kathy Fitzpatrick made a motion to approve Progress Lighting contract in the amount of \$45,630.00 and install fixtures in the amount of \$8,000.00. Dave Koch seconded; the motion passed unanimously. Timeline is dependent upon the schedule of the contractors. Owners will have the option to have their lanais and ceilings painted to match the exterior color at a cost of \$300.

### **NEW BUSINESS**

#### **REMINDER TO REMOVE ITEMS FROM LANAI BEFORE DEPARTURE**

Dale Heinz reminded owners that it is their responsibility to remove all items from lanais before leaving for the summer. If the owner does not remove it and any damage is caused, the owner will be responsible for all repairs.

#### **SANDCASTLE UPDATE ON HURRICANE IRMA REMEDIATION EFFORTS**

Sherry Summers explained that we have engaged a handyman, and he has been provided a list with pictures of the repairs needed. Board asked that she continue to nudge this vendor.

#### **DISCUSS THE NEED AND TIMING OF AN AUDIT**

Dale Heinz explained that the association Reserves are fully insured with the association Insurance company. The discussion was to recommend an Audit in 2025 for the 2024 Fiscal Year.

#### **DISCUSS THE ZOAK WEBSITE MANAGEMENT PROPOSAL**

Cindy Janssens was not present at the meeting and the Board agreed to TABLE.

### **DATES FOR FUTURE MEETINGS**

Discussion on the second (2) Tuesday of each month beginning in October.

**OWNER COMMENTS**

Discussed with each agenda item.

**ADJOURNMENT**

With nothing further to come before the Board a motion by Kathy Fitzpatrick and seconded by Mary Cook to adjourn the meeting at 2:36 pm was unanimously approved.

Respectfully submitted,  
Sherry Summers, CAM

DRAFT