

Ocean Gardens Townhome Owners Association, Inc.

Annual Meeting

Saturday, January 7, 2023, 11:00 A.M.,

Cape Canaveral Library, 201 Polk Ave., Cape Canaveral, FL 32920

Minutes

Call Meeting to Order – President Gary Arthurs called the meeting to order at 11:00 A.M.

Establish Quorum of Members: Jennifer confirmed 26 owners present via proxy and in person. All board members were present: President Gary Arthurs, Vice President Tim Maitland, Director at Blake Dameron, Treasurer Tom Schrader, and Secretary Darrell Thomas. Manager Jennifer Vo with Clover Key was present, as well as 11 homeowners present.

Proof of Notice of Meeting – Jennifer confirmed that the first and second notice and agenda were posted, mailed, and emailed 30 days before the annual meeting.

Adoption of Minutes from Previous Meeting (s): Gary motioned to waive the reading and to approve the annual meeting minutes on January 15, 2022, as posted on the website, and the motion was seconded. All voted in favor, and the motion carried. Gary motioned to approve the board meeting minutes of October 27, 2022, as posted online, and the motion was seconded. All present voted in favor, and the motion carried.

Election of Board Members: Jennifer reported that only three (3) unit owners declared their intention to serve on the Board for 2023-2024; therefore, no membership vote is required. The volunteers are Tim Maitland, Gary Arthurs, and Darrell Thomas.

Financial Report: Jennifer reported as of December 31, 2022:

| | | |
|------------------------|----|------------------|
| Operating Account: | \$ | 22,973.67 |
| Reserve Account: | \$ | 55,428.61 |
| Beautification Account | \$ | <u>67,354.30</u> |
| Total in all Accounts | \$ | 145,765.58 |

Jennifer reported that the age receivable is \$0.00; no delinquency.

Jennifer needs a formal motion to take \$1,200 from reserves for the speed bump repairs. Gary motioned to pay for the speedbump repairs from reserves, and Tim seconded. All present voted in favor, and the motion passed.

Year-to-date for 2022: Legal fees were over budget due to the documents being reinstated, and the landscaping was over budget due to hurricane cleanup. For the year, we were only over budgeted by \$808.29.

Gary motioned to approve the December financials, and Darrell seconded. All present voted in favor, and the motion passed.

OLD BUSINESS:

Discussion & Approval 2023 Budget

Budget Discussion: The Board opened to the audience for questions.

Bud asked about mulch for 2023. Gary stated that it would be taken from the beautification fund reserves.

Tim reported that the attorney has provided that the beautification fund can be used to maintain the property's common area. Tom reviewed that the intent was to keep the property beautiful with the \$67,354.30, and the account is in a CD for a higher yield interest rate.

Approve the 2023 Budget: Gary motioned to approve the 2023 budget, and the motion was seconded. All present voted in favor, and the motion passed.

Reports of Committees

Landscape: The Board discussed Cox Landscaping works differently than our previous company. They mow one day and trim another day, and they are also good at coming back and working directly with homeowners.

ARC – Gary reported no new requests since the previous Meeting.

OLD BUSINESS:

Drainage Update: Gary reviewed St. John's Water Management provided permit and schematics for the concrete drainage pipe that runs from the mailbox to unit 146. The pipe has some internal damage between the joints. The association must keep the concrete pipe as it is to prevent flooding on the property. The drainage pipe was filled during Hurricane Ian, and water flowed through the concrete drainage pipe. Gary reported that the proposal from Envirowaste and Cloud9 has been received, and additional professional opinions are being considered. The Board is entertaining additional proposals as the Board is responsible for the maintenance and cleaning of the concrete pipe.

NEW BUSINESS

Adoption/Vote for the Rev Ruling: Jennifer reported that the vote for the Rev Ruling passed 28 to 0. Gary motioned to ratify the vote of the members, and the motion was seconded. All voted in favor, and the motion passed.

COMMENTS FROM OWNERS

Darrell asked if owners have been using the portal for maintenance requests, as it is the quickest way to address items. Evelyn requested additional drainage cleaning, and Gary previously cleaned, and the Board will speak with Cox Landscaping to take on additional drainage cleanings. Don requested additional work around his lot from landscapers, and Jennifer will have Cox contact the owner directly for additional services.

Tim reported that although management does all the backend, the Board still has to make decisions on the maintenance of the property. The neighborhood is older, with older timber, fences, and plants, and the Board would like members to take part with the Board. Tom reviewed the deferred maintenance schedule outlined in the 2023 budget.

The audience thanked the Board for their service.

NEXT MEETING – TBD

ADJOURNMENT – Tim adjourned the meeting at 5:00 P.M.

Immediately after the meeting, an organizational meeting was held.

Call to Order: Tim called the meeting to order at 12:00 P.M.

The Board appointed Blake Dameron to the board.

Board Seats as follows:
President Darrell Thomas
Vice President Blake Dameron
Treasurer Tim Maitland
Secretary Gary Arthurs

Gary will continue to serve as chair of the ARC.

Tim adjourned the meeting at 12:04 P.M.

Respectfully submitted,
Jennifer Vo
CAM #50768
Clover Key Inc.