

ESTATE AT WESTBURY HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

July 18, 2017

3: 20 p.m. EWHOA Clubhouse

I **CALL TO ORDER-Doug Skelly presiding on site**

Present:

Warren Johnson-call in (President)

Rocky Dunlap-on site (Vice President)

Ralph Paine-on site (Treasurer)

Debra Schumann-on site (Secretary)

Carolyn Krause- on site (member at large)

Office : Doug Skelly
Mark Megliore
Jordan Berliner- another High Tide Property Manager
Construction: Joe Highsmith, Chuck, and Peter Sheratt-construction
Absent: Teresa Childers

Audience/Callers Homeowners: Joan Keene 708, Janet Spinelli 918, Mrs. Nagy, Keene-708, and Bryson 505

II **OLD BUSINESS**

1. **Approval of Revised Minutes from June-** Some small changes needed to be made on the June minutes. Motion made by Ralph Paine and seconded by Rocky Dunlap. Approved unanimously.

2. **Construction Update-Highsmith- *under New Business***

3. **Owner Input Form- *Rocky Dunlap reviewed the purpose of the new form.*** Homeowners having issues or concerns *that can't be dealt with by the office staff* are asked to complete this new form and turn in to the office at least one week prior to the board meeting. If appropriate, the concern will be placed on the agenda and discussed by the board. It is imperative to maintain efficiency and productivity during board meetings. Warren Johnson reminded audience that they need to be recognized by Warren or another Board member before speaking and to identify themselves by name and unit before beginning to make comments or ask a question. This helps with meeting minute efficiency and clarity. The board president also stressed the importance of owner input *especially those owners who are full time residents.*

4. **Rules and Regulations-**High Tide's recommended changes and streamlining of the old rules and regulations were briefly discussed. Rocky Dunlap motioned for approval and Ralph Paine seconded the motion for the board to accept the July 18th

revised document. However this document needs to be seen as a “living” one, with further work to continue as necessary.

III NEW BUSINESS

1. Financial Report- Mark Megliore

Report was shared and discussed. Our reserve account is growing nicely. A request to draw down \$171,285.08 for High Smith Construction based on the approval of Peter Sherratt was made. Ralph Paine motioned to approve and Rocky Dunlap seconded. Unanimously approved. Mr. Sheratt later reported his approval during the meeting.

2. On Site Leasing Agent Proposal-Rocky Dunlap led the discussion into a proposal by Ron Bruno of Plantation Realty to locate an agent on our property to become a leasing agent for us. It is hoped that such an agent can help cut down the poor performances of some of the property managers currently operating for owners on our property. Our HOA property manager has had to use her time to take care of things some of the owners’ property managers’ should be doing. The board will request a document of understanding from Plantation Realty regarding their placement conditions. It is our understanding that Plantation Realty: 1. does not become the exclusive agent of the HOA

2. the HOA is under no financial obligation other than basic space and utility support for office use now and in the future.

3. the HOA is under no contractual obligation and can request Plantation Realty leave if desired effects don’t come to fruition

This approval was motioned by Rocky Dunlap and seconded by Carolyn Krause. Approved unanimously under these conditions.

3. Staffing Announcements-Doug Skelly of High Tide Assoc.

Theresa Childers has resigned and should be leaving the position by the end of August. She’ll be moving to Georgia. Chane from our maintenance staff and Ashley from the office will be leaving by the end of July to take on new jobs. Doug Skelly will be looking for replacements.

4. Construction Update-Highsmith- Construction is coming to a close. Buildings 200 and 300 are the main focus of the crews at present. Construction reported things seem to be keeping on track, despite some water issues due to heavy rains. It is still possible they may come slightly under budget.

Ralph Paine recommended several of the board complete another walk through before the middle of August. Erosion issues continue to be a strong concern of homeowners. Highsmith reminded the HOA that the problem seems to be largely due to grading differentials between the fronts of buildings and the backs. It was suggested

that rocks behind retention walls or use of pavers might help with this problem. The question of gutters vs. no gutters was reviewed. Mr. Bryson suggested we selectively replace some of the gutters and downspouts. He also voiced concern about the large amounts of soil going into the storm sewers because of the erosion issues.

According to Janet Spinelli, some of the newly painted floors in the breezeways (especially bldgs. 100,900,1300) are slippery and pose safety hazards. This concern will be reviewed during the walk through which is tentatively scheduled for August 10th.

IV ADJOURNMENT.-

Next scheduled meeting will be on Wed. August 22nd at 3:15 p.m. at the clubhouse. Motion to adjourn by Rocky Dunlap and seconded by Ralph Paine.

Executive Session-held prior to regular meeting today. Staffing was discussed. If necessary, executive sessions may be held before the regular meetings.