

Board of Directors Meeting (Work Session)

Oceanview Manor Condominium

May 12, 2021

Members of the Board Present: President Jim Stanton, Bill Hopson, Chuck Hall, Anna Bencrowsky, Rachel Alty, Terri Westwood, Rollie Dudik.

Assistant Manager/ CAM: Terry Baggett is also present on the dais.

Announcements and Introduction: Jim Stanton, President

Mr. Stanton welcomed all unit owners and Board to the meeting. Unit members are welcome and encouraged to attend the Board of Director's Work Session. We do ask at this time that all unit owner's wishing to speak refrain until the designated times provided for member dialogue. Please do not obstruct members of the Board as they are considering and discussing Condominium matters amongst themselves.

Meeting Called to Order by Jim Stanton.

Opening Prayer

Minutes Annual Board Meeting on March 20, 2021- Read by Bill Hopson, Secretary.

Motion made by Terri Westwood to *Accept* minutes as read. 2nd by Anna Bencrowsky.

No discussion. **Minutes approved by majority vote.**

Reorganizational Meeting Minutes from March 20, 2021-Read by Bill Hopson.

Motion made by Terri Westwood to accept minutes as read. 2nd Rollie Dudik.

Discussion: Anna Bencrowsky made recommendation that all minutes going forward reflect any discussion or recommendations brought forth by owner's or member of the Board in attendance.

Members were asked to state their name, unit number and on the record, if they wish their comments to be included in the minutes as a matter of public record. All were in favor of the recommendation going forward. No opposition voiced. **Minutes approved by majority vote.**

Correspondence Report- No correspondence as of this meeting date. Bill Hopson

Financial Reports- All financial reports read and explained line by line by Jim Stanton. Motion made by Bill Hopson to approve finance, operating, and reserve report as read. 2nd by Rollie Dudik.

No Discussion. **Financial reports approved by majority vote.**

Maintenance Report read by Terry Baggett, Manager. Motion made to approve the minutes as read by Bill Hopson and 2nd Rachel Alty. No Discussion. **Maintenance Minutes approved by majority vote. Maintenance Report and all Financial Reports will be available on ovm3600.com.**

President's Report- Jim Stanton discussed the proposal for the 3 -person team structure for the CAM, Assistant CAM, and Accountant. Terry Baggett will be acting CAM manager and will collaborate with Barbara Alcaraz Assistant CAM and Jose Alcaraz Accountant regarding outlined job duties and responsibilities.

Board was also presented with a document which outlined the Duties of the President of the Board, each Board member's role, and duties. Each Board member was asked to review and be familiar with all roles for clarity and efficiency of the Board as they carry out Condominium Business.

Document entitled "Community Association Manager" was provided to the Board for review and consideration of adoption/revision to provide clarity of job roles.

Upon review Rachel Alty made recommendation that while the outline was a great starting point, felt the Board should have time to review and have further discussions, before adopting any formal document.

Jim Stanton called for a Committee to work to streamline the document and bring back to the Board for further review. Anna Bencrowsky was named to head a Committee for Adoption of a Job Task to better clarify and define staff roles during the transition period. Anna Bencrowsky, Chuck Hall, and Rachel Alty will work together as a committee to create a tool for recommendation and adoption.

Report of Rules Committee- Anna Bencrowsky discussed monthly infractions reported via incident reporting: Noise levels, Pool rules/infractions, Parking policy for non-operational cars and recommendations regarding packages in lobby. Resolution ongoing.

Report of the Landscaping Committee- Report given by Lorna Ballard. Landscaping is progressing well throughout the property. Plants are being planted in areas where growth is sparse. A volunteer committee: Regina Lawlor, Sherry Patterson, Rachel Alty and Maria Ogonowski are working together to see that plants are being watered and weeded as needed to keep up with any maintenance of flowering plants. Lights have been placed by the pool area for beauty and aesthetics and plans are underway to buy decorative pots to improve the beauty of the pool area. Volunteers and Donations are always welcome to assist Lorna as she does such a lovely job on the upkeep of our grounds.

Unfinished Business:

Municipal Liaison- Michael Papos (Unit 221) has volunteered to become our liaison between our association and the city of Flagler Beach. He will attend meetings and keep us up to date on any changes/events impacting us in the city.

Cable/internet Services- No update. Liaison was not at meeting and no new information was brought forward.

Rules Committee- Anna has worked to address issues with the noise levels and kid play at pool and in common areas. A theft occurred in the package area in May. A police report has been filed and video footage of theft shown to parties involved. A notice has been placed in package area that the area is monitored by surveillance to detract theft and plans are underway to move the package area to a less accessible location. **All unit owners/ tenants are encouraged to pick up your packages as soon as they arrive, to prevent overexposure.** The kiddie pool is unable to be repaired due to backordered supplies and is on hold at this time. This summer incidents may arise as the kiddie pool will be unavailable for guest. Resolution is ongoing.

Mask requirement will be changed to Mask *optional rather than required* when inside the common areas, to adjust with changing guidelines as we move through the Pandemic.

Recreation Committee is planning a **July 4th picnic** for the Condominium Unit Owner's/Tenants. Details will be posted forthcoming throughout the property to alert everyone of the planned event and how they can get involved.