**Ocean View Estates Owners Association**

**Board Meeting Minutes**

**May 9, 2022 12:00 pm**

**Present:** Brenda Singer (President), Larry Davis, Paula Harting (Secretary), Steve Herbert, Darren Horst (Treasurer), Ian Parrish (Landscaping & Pond/Drainage Chair), guest Courtney Parrish, guest Denny Harbison

4 of 6 board members present

**Call to Order**

B. Singer called the meeting to order at 12:00 pm

B. Singer made a motion to accept the Minutes of the January Meeting; seconded by P.Harting and unanimously carried.

**Treasurer’s Report**

D. Horst presented the Report.

* Normal treasury activity, bills etc.
* Account balanced and reconciled as of 4/30/2022.

**Other Business**

Architectural Review – there was 1 process/application. Due to the process growing pains and owner emergency, Benda approved the repair.

Activities – Yard sale to be held on 5/14, an add will be run in the News Leader for 5/12 and 5/13. Signs will be posted on Saturday morning.

Larry raised a question as to what account will be used to pay for advertising. Darren response that general fund. He also stated that usually any expense needs to be approved prior to spending money. Darren will check with Susan to see if any money was spent.

Social media or website – no report

Landscaping & Pond/Drainage – Ian is working on a plan for the sprinkler issue as repairs are needed. A1A will rebid for our yard/lawn service. He will need to get one other bid. Ian is investigating a drip system for beds. He received a bid from C&C that needs a revision. Needs another bid, possibly from Bobs, Island Service Group, or other.

Florida Lake Watch will be assisting with testing pond water to determine the health of the water. There has been spraying of weeds in the pond and along edges, this may be causing erosion. Filter fabric or planting vegetation can help with erosion.

Palm Trimming – The current contract is $3500 per year for 1 trimming per year. We need to get a written contract and need 2-3 bids. A meeting will be held to vote on bid once bids are received. Three bids are typically needed on services.

Front Entrance landscaping - it was suggested to use grass and other cover plants. Ian will develop a plan for this. He will get bids prior to developing plan so he knows how much it may cost.

Reported that the front entrance wall is deteriorating and cracking. Supports need to be added.

Discussed raising HOA dues to accommodate raising expenses.

Archiving and Documentation – There is a lot of documents that need to be sorted and organized. Duplicate records and unnecessary documents need to be weeded out. Plan to scan documents once organized.

Covenant Rewrite - this must be approved by lawyer and then recorded.

Website costs – Ian is looking into getting website hosted. This currently cost $200. Jack Maris maintains the content, Darren, Jack, and Ian to discuss if the website should be moved.

**New Business**

Next meeting – scheduled for June 20, 2022.

Email Communications

1. Brenda requests that everyone bold the topic at the beginning of each part of email.
2. Keep emails to business only
3. Brenda reviews emails in the mornings. If there is an urgent matter it is best to call her.
4. It is requested that everyone respond to all emails, even if it is just ‘no comment’

Front Wall Repair

1. Repairs were done, but needs painting
2. The need for weep holes to allow for moisture to escape were discussed
3. Needs stucco, crack repairs, treat, prime, seal, paint
4. Darren offered to have this done at cost. Estimates $2,700. We will need more bids. Darren will draft RFP and give to Larry to send out for bid.

ARC Guideline Update

1. Larry suggested introducing an HOA Permit document.
2. Permit would indicate that ARC has approved the project
3. Permit would be posted at project site
4. Larry to be the board liaison for ARC guideline updates.

Guest - Mr Harbison gave background and update on his property issues. There was a flood in the house that caused damage such as mold and sheetrock replacement. He is currently working with the insurance company regarding the damages. He has already done some work on house. He has hired a contractor to do the interior, windows and exterior updates. The contractor will submit necessary paperwork. He estimates 4-6 months before the fixes and updates will be complete. Once complete he may move back in or sell. He was unhappy as he believes that board members were trespassing on his property. He plans to install cameras around his property. Going forward Brenda will be his HOA contact for the property updates.

Larry thinks there is money in the general fund that can be used for front entrance repairs. Darren will review finances to make a determination.

1:55 Motion to adjourn made by Darren, seconded by Paula