

# Board Meeting Minutes

**TOWN SHORES OF GULFPORT #216, INC.**

**NOTTINGHAM**

**August 22, 2024, 10:00 AM**

**Town Shores Conference Room**

## **Call to Order**

David Goldman, President, called the meeting to order at 10:00 AM.

## **Roll Call**

A quorum of the Board was present with David Goldman, Cheryl Heal, Pip Quillin, Terry Libich, Ron Gregory (via phone), Don Cameron (via phone), David Richardson (via phone),

## **Minutes Approval**

Dave Goldman moved to approve the minutes for 06/7/24 as written. There were no board member objections, and the minutes were approved unanimously as written.

## **Reports**

### **President Report**

Dave Goldman gave a summary of the general monthly operating costs per door for regular expenses such as utilities, trash pickup, etc. which averaged about \$588.00 per door. He said he would send a breakdown of the expenses later.

### **Treasurer Report (Including 2025 Masters Budget)**

Terry reported operating cash of \$189,182.51; other cash \$589.00; and reserve cash of \$589,448.19, for total assets of \$779,219.70. Terry then reviewed the Master Association's next year's budget and upcoming expenses, and the impact on the individual building per door costs. This amounted to \$4/door increase just to keep the lights on, and doors open (i.e. general operating costs). Then there were expenses for requested pickleball court improvements (\$1/door), and clubhouse sidewalk concrete repairs (\$5/door). Both projects were approved by the Master's so the 2025 increase for each building will be \$10/door.

### **Landscape Committee Report**

Pip described the work and research the committee has done over the past months looking at cost effective ways to improve the grounds using plants and shrubbery that are native to Florida and would thus require less watering, fertilizer and maintenance. She stated a priority would be to remove the bushes in the island between the Nottingham and Manchester buildings by the shed as well as beginning to use pine needle mulch as opposed to traditional mulch as it is less expensive, insect resistant and preferred in the Florida climate. Additional information can be found in the Committee's long-term plan document.

The Board gave an informal vote of confidence for the Committee's plan to proceed; and voted unanimously to approve the hedge and arborvitae removal of the island between the buildings by the shed and the stripping of the one bed.

## **Unfinished Business**

West stairwell update – Dave Goldman indicated the engineering plans and drawings along with the application for permit had been submitted to the city. We are now waiting for permit approval. The stairwell is expected to be shut down for 4-6 weeks once work begins.

Structural Integrity Reserve Study (SIRS) Update – We have received a completed draft of the SIRS from Beryl Engineering. The Board found a few minor discrepancies and had questions on a few items which have been sent to Beryl. Once Beryl and the Board have worked through these items, and Beryl receives final payment (payment has been issued), they will deliver the final SIRS document for publication. This was expected to be within the next 1-2 weeks at the latest. However, after our meeting we discovered the Beryl engineer requires an in-person meeting for the discussion and wasn't available until 9/12/24. We should receive it then.

## **New Business**

Name additional members to Fining Committee – There were no board objections to adding two new volunteers to the Fining Committee, that being Wally Kowalenko and Ellie Guarriello to the existing members Joan Kirby, Barney Tracy and Terry Cote.

Name additional member to Landscape Committee – There were no board objections to adding new volunteer Diane Goldman to the Committee along with Pip Quillin, Peg Rich, Marie Jordan and Ellie Guarriello.

Discuss & vote on Landscaping Committee suggestions (Board voted and approved above under Unfinished Business); and new landscaping maintenance Company (Pro Green) – Pip and Dave expressed the general displeasure with the current company and were impressed after their meeting with Pro Green. With no objections, the Board elected unanimously to accept the Pro Green proposal for \$775/month.

Discuss & vote to require guest vehicle pass for 2 or more overnight parking – Dave made the motion to approve changing the House Rule requirement for a guest pass from 1 or more overnight stays to 2 or more overnight stays. Terry Libich seconded the motion, and the motion passed unanimously. Owners will need to see their floor captains to obtain the new two-part guest pass. Half will be kept by the floor captains, and the other half will be hung from the rear-view mirror of the vehicle. The pass will contain the sponsoring "owner name", vehicle information and the expiration date of the pass.

Discuss the establishment of Building Painting and Walkway Committee – Dave asked to table this item as he and Cheryl met with Sherwin Williams who provides a free service to evaluate the building needs and prepare a scope and statement of work, and to work with the many painting contractors they work with, and then present best practices and options to the Board for evaluation and selection. This service is done at no charge.

Discuss funding of roof replacement - Estimated cost is \$350,000 to \$450,000. Possible funding options include a Special Assessment estimated between \$3,000 to \$3,500 per unit. Another possible option is a loan. Several valid concerns were raised regarding any sort of group loan obtained by the Association using the building as collateral, which could result in responsibility falling on the remaining owners should a default occur.

Discuss and vote on Beryl Engineering project management of roof replacement – Dave described three proposals from Rimkus Engineering, Karins Engineering and Beryl Engineering along with their prices and scope. Based on everything identified, Beryl exhibited the best value. Dave Goldman moved to accept the Beryl Roof Management proposal, Don Cameron seconded, and the vote passed unanimously.

Discuss and vote on Fortunate Fabrication to repair east stairwell - The existing corrosion damage of the east stairwell was discussed and the bids from several firms were discussed. The most attractive bid is from Fortunate Fabrication for ~\$6,200. This bid includes the engineering drawings, permit fees and the patching, repair and replacement of compromised steel surfaces which should extend the life of the stairwell at least several years. With no objections, the Board elected unanimously to accept this proposal.

## **Brief Open Forum**

### **Adjournment**

With no further business, Dave Goldman moved to adjourn, Cheryl Heal seconded and the meeting was adjourned at 11:42 a.m.

Respectfully submitted,  
Ron Gregory, Secretary  
8/22/2024