**Cottages at Waterside Village Owners Association, Inc.**

Board of Directors Meeting Minutes

Wednesday, August 25, 2021

1. **Call to Order:** President Cindy Ursu called the meeting to order at 4:05 p.m.
2. **Quorum Check and Proof of Notice:** The following Board members were in attendance via teleconference:Cindy Ursu, Juanita Strickland, and Beverly Kroiss. The following owners were in attendance via teleconference: Keith Milner, Mike Dellinger, Dan Clark, Annette Ford, Amy Ashley, Sharon Dellinger. Adrian Welle from 4our SeaSuns attended the meeting, and Adrian Welle recorded the minutes.
3. **Approval of Agenda:** On a motion by Cindy Ursu and a second by Beverly Kroiss, the Board unanimously approved the agenda with the additions under old business: Gate Discussion, Trash. Addition under New Business will include the annual meeting/elections.
4. **Approval of any Unapproved Minutes:** On a motion by Cindy Ursu and a second by Beverly Kroiss to the Board unanimously approved the minutes as revised by Beverly Kroiss of the July 21, 2021 Board Meeting.
5. **Financial Report:** Adrian Welle presented the following financial report as of July 31, 2021 there was $72,786.74 in operating and $16,872.67 in reserves. In addition, there is $69,831.76 in the special assessment. All owners are current.
6. **Old Business**
7. **Landscaping Renovation:** The new landscaping renovation projects by both Green Earth and CoastView have been completed. Our monthly maintenance landscaper, CoastView, will continue to improve and maintain our current landscaping. Adrian met with CoastView on Monday, and they sprayed the pine straw that was missed on the north cottage on 32nd street. Adrian will also talk to CoastView about trash between units.
8. **Mailbox Purchase:** The new mailbox is in operation and the old mailbox has been removed from the property.
9. **Lighting Renovation** Duke was on site and discussed where to place two more lights, the cost per light was an installation price of $613.48. Adrian will reach out to Duke and ask about the monthly cost and contract update. To install the 2 new lights, 2 palm trees will need to be removed. The board has approved moving forward on the removal of the two trees in a cost of $625.
10. **Drainage Issue:** There are drainage issues in the back of the Cottages along the canal; most significant issues are on the west end of the development closest to the condo. This is causing sand washout over the boardwalk in significant rains, and also over time will continue to degrade the foundation behind the Cottages. To remedy this issue Adrian is trying to get with some stormwater engineers for advisement. Adrian, Cindy and Bev are all working to find a company that can jet our lines. We are actively working to engage an engineer to give us advice on how to proceed.
11. **Sectional Boardwalk Replacement:** The contractor has completed the section of the boardwalk that we authorized to be replaced.Discussion ensued of the board on whether to proceed with more boardwalk repairs. Adrian will meet with Shane and walk the property, marking areas of safety concern and have a conversation regarding replacement of single boards or sections.
12. **Exterior Status of Hurricane Damaged Homes:** Updates on damaged units:

**3204-Seasters LLC:** Update as of July 21, 2021 House numbers are ordered and they are still waiting on the window from Panama City Glass.

**3208- Grauch:** Update 7-21-21 Mr. Grauch has hired a contractor for all of the exterior work, he is narrowing down on color and the roof compare has been completed.

**3216- Clark:** Update 8-25-21Dan Clark is on site prepping for paint, window repair will take place next Thursday. Garage is repaired and ready for window replacement.

**3226- R S Fowler Properties:** Update 6-23-21 Work is actively moving rapidly. Colors have been submitted and approved.

**3234- Ursu:** Update 7-19-21 Dave’s Garage Doors vendor for Cambek doors has ordered parts and install should be completed September 13 and 14.

1. **Gate:** Adrian has been working with Bracewell to attempt to get an updated gate quote. Bracewell is working hard to find an affordable option as the previous option is unavailable. Adrian will keep working on getting the quote.
2. **Trash Pickup:** Adrian will send all owners an update on trash pickup, procedures and cleaning up after themselves and relaying the information to renters.
3. **New Business**
4. **Annual Meeting:** The annual meeting has been scheduled for October 19 at 4pm central. Board Nomination forms will be sent out by next Friday and the notice of meeting will be mailed on or about September 27.
5. **Owner Comments:**

Keith Milner DID NOT thank the board for their hard work at this meeting.

1. **Schedule Next Meeting:** The next scheduled meeting will be Thursday, September 23, 2021 at 4:00 p.m. Central Time.
2. **Adjournment:** With no further business to discuss, the meeting was adjourned at 6:04 p.m. on a motion by Cindy Ursu and a second by Juanita Strickland.