



Board of Director's Meeting
Saturday, June 20, 2015

Joe called the meeting to order at 10:00 AM. 5 Board members were present with Jack participating via teleconference.

Proof of Posting of Meeting was acknowledged and signed by the Secretary

Minutes

We reviewed the minutes from the April meeting. Sheri made a motion to accept; Walt seconded and the motion passed unanimously.

Treasurer's Report

1100 Operating cash balance per Bank Statement	75,190.94
Total Reserve Balance in Quickbooks	59,270.08
6410 Roof Replacement	6,452.55
6420 Building Painting	26,660.98
6430 Parking Lot	7,141.24
6440 Deferred Maintenance - Capital Expenditure	25,026.85
Reserve Acct Interest posted in December	5.75
Total Reserve per Bank Statement	59,270.08

\$26,000 in funds that were set aside to pay our Insurance Premium

Sheryl made a motion to accept the Treasurers Report, Walt seconded and the motion passed .

Manager's Report

Mike:

19 holes were found in the roof and patched and 5 new vent holes were added

Parking Static Stickers for owners are in the office. Your unit number is tied to the stickers you receive. Please pick up your sticker and place it in the top right corner of your rear window. Please call the office if you would your stickers mailed to you.

Pool filters have been replaced and the vacuum pump is fixed.

Your front door needs to be keyed to the Master. Your door will be broken down if it is not master keyed if emergency entrance becomes necessary. Kenny will be testing each unit and make a list to advise you if your door is not master keyed.

Action Item: Within the next two weeks Joe will have a list of owners that are NOT master keyed. If you want to purchase one of our Quik Set locks, please email the Manager so it can be installed when the Athens Painter comes back the week of July 20th to finished painting and touching up the front doors.

Security – we had 3 security guards on Memorial Day weekend at a cost of \$1600. We will have 2 guards as well for July 4th from 10A -6P on Saturday and Sunday and for a couple of hours during the week. A discussion was held to insure that we fix the rear fence gate and insure we have a push button code on it that works. Abby asked that they check with other condominiums to see how they prevent trespassers from coming on the property.

Mike ordered two signs to be installed at our entrance that says “NO BEACH ACCESS”.

Insurance was renewed at a cost savings of \$2903.76

RL James checked all the windows and screens and Mike feels comfortable that the windows checked are in proper working condition.

Joe advised that we are ready to release the final check to RL James on Monday. Conrad wants to make sure that the texture issue on the 4th floor ceiling is addressed

The following units are listed for sale:

211 under contract for \$199,000

308 is listed for \$204,900

401 and 115 are also listed for sale.

****As a reminder, owners have the first right of refusal per our condo documents and all buyers must be Board approved. It is owners' responsibility to notify management when they are selling.**

Mike would like to give our bookkeeper, Becky Thatcher a raise as she has been here for over a year. Sheryl advised the manager to give her a written review and then the Board approved a \$2.00 an hour raise and she will remain at 30 hours a week at this time.

Dumpster gates are broken and need to be replaced. Mike is asking the board to approve replacing the wooden gate with a vinyl gate. Joe asked that he get some estimates.

Tiles in the hallway need to be addressed. We are still looking for a contractor to give us bids. Sheryl suggested that we contact Southeast to see who they might recommend. Walt and Mike will make some phone calls.

Meredith:

Gave an update on Social Media. We have received over 256 “likes” on our FB Page and over 5000 people have viewed the sight. This is great “free” exposure.

Owner are encouraged to go on our FB Page every few days and that will help to move us up on the internet search engines.

We are also on Twitter at @Seacoastcondo. You can also search FB using #NSB or #Seacoast to see all the people that hit our page. This is hopefully to interest people in renting through Seacoast.

Check availability is now on the “Owners” tab of our website www.seacoastcondominium.com. This will give you the capability of seeing if your unit has been rented.

She also mentioned that our old email address of seacoastcondo@cfl.rr.com is no longer functional.

****PLEASE NOTE NEW OFFICE EMAIL ADDRESSES****

Mike – manager@seacoastcondominium.com...

Email Mike for booking inquires and questions, property or maintenance questions and other general management questions.

Becky – accounts@seacoastcondominium.com

Email Becky for billing, account information, invoicing, bookkeeping questions

Meredith – admin@seacoastcondominium.com

Email Meredith for all other questions/special projects.

All letterhead and signage has our new logo affixed to it. Please note the new “look” of our Board minutes header.

The Photoshoot has almost been completed. As a reminder, Angelo Roman charged \$40.00 a unit and those that have requested photos have been taken. If you are not on the list, please email Meredith at above email address if you are interested as soon as possible.

We now have a new Reservation Policy for Private Functions utilizing the clubhouse.

The board approved the policy and will be included in the minutes

Old Business:

All assessments have been paid in full and maintenance is current

Pool Surface Repair- will be done on a weekday in mid August when we have few rentals.

RSF Assessment – copy of our right to collect was emailed/snail mailed to each owner two weeks ago.

HVAC Bids –Mike is accumulated bids

Clubhouse Painting – thanks to all that helped assist with the painting of the clubhouse – It looks great!

New Business

No Committee Reports

New Rope needed at the end of the deck

Joe advised that he would like the Board to think about hiring a cleaning crew to come in on weekends to mop the elevator and hallway floors and change Kenny's work days to include Saturday and have a weekday off.

Building and Grounds Committee needs to revisit looking into CP monitoring

Sheryl paid a complement to our new management team. Mike and Meredith have done a wonderful job taking ownership of their new position. They have done wonders and it is a pleasure to deal with them. When you call the office, remember to thank them for a job well done! Mike advised how very helpful Becky has been in the transition.

Sheri made a motion to adjourn the meeting at 12:15 PM

See you all next month, July 18 at 10 AM

Respectfully submitted,

Sheryl Kolessar
Board Secretary