

Roanoke Shores Homeowners Meeting Minutes

December 11, 2021

Members present: Richard Hess (President, 104), Nancy Berthold (Unit 105), Jerry Tillett (Unit 205 and 207), Richard Holz (Unit 206), Kim Payne (Secretary, Unit 302), Kathy Postlewait (Unit 303), Bobby Grubbs (Board Member, Unit 304), Barbara Liberi (Unit 305), Arty Tillett (Unit 307)

Proxy: Jonathon Petriac (Unit 107, Bobby Gubbs)

Guests present: Staton & Marguerite Matin, of J.S. Martin & Company, property managers

Quorum: A quorum of 40% of members being present in person or by signed proxy, President Hess called the meeting to order at 10:02AM.

1. Management Report was presented by Staton Martin:

- a. Insurance: Insurance is projected to go up from \$23K to \$28K in June when the policy renews. Staton will investigate different insurance companies and cheaper rates.
- b. Septic Issues: Leach field has been showing saturations. One thing to do to increase the life of the septic system is no grease down the drain and to drain the tanks more often. Staton and Rich will get additional information on ways to increase the life of the septic system from septic companies and how for additional maintenance that can extend the lifespan of the current system.
- c. Mailboxes: Mailboxes must be resurrected to the USPS specifications and the estimated cost is \$8000. Much discussion was held regarding the mailboxes.
 - i. Motion was made and seconded to not spend the money to put in mailboxes. Motion carried unanimously.
- d. Storage area in the old building close to the water. Discussions were held to regarding how to make this storage. The building is not big enough to make 21 equitable sized storage cages or units. Decision was to put this on hold.
- e. General maintenance around the property. Homeowner of 107 has agreed to perform general maintenance around the property such as cleaning cobwebs, replacing lightbulbs, and other general maintenance as needed.
- f. Power Washing has been contracted to take place before Christmas.
- g. Budget:
 - i. Quarterly septic pumping will cost \$4000 per year
 - ii. Insurance rates going up in 2022
 - iii. Building reserves
 - iv. \$300/mo dues increase starting in January 2022
- h. Motion to approved Manager's report was made and seconded. Motion carried unanimously.
- i. Notice to residents, is to be given to all resident to cover the following at a minimum:
 - i. No grease down the drains
 - ii. Cleanup after dogs is required
 - iii. Don't let out dogs without supervision

- iv. Check for leaking faucets or toilets to cut down on water being drained into the septic system.
 - v. No feeding of feral cats on the property
 - vi. Other items as needed
- 2. Election of officers: Rich Hess, President term is up for re-election. Rich agreed to stay on as president. Motion was made and seconded to re-elect Rich Hess as president. Motion carried unanimously.
- 3. Next owners meeting to be by Zoom and in person in March 2022. Notice will be sent 30 days prior to the scheduled date by the manager.

Meeting Adjourned at 10:38 AM.