

**TWIN SHORES BEACH & MARINA, INC.  
BOARD OF DIRECTORS MEETING  
NOVEMBER 14, 2012**

Public Expression

Kathy Flynn – Vickie

Kathy felt that a thank you should be given to Vickie for everything she did over the summer. The shareholders present gave her a round of applause.

Call to Order

Vickie Van Meier called the meeting to order at 9:03 a.m.

Roll Call

Present were Board members Victoria Van Meier, Stephen Koerner, Linda Huber, Mercy (Mandy) Brewer, Gary Bruce, Robert Martin and Elaine Rufener. Linda Huber certified that a quorum was present.

Shane Raniere represented Progressive Community Management, Inc.

Reading of Minutes

Linda Huber read the minutes of the April 18, 2012 Board of Directors meeting. Mandy Brewer made a motion to approve the minutes as read. Elaine Rufener seconded. ***The motion passed unanimously.***

Linda Huber read the minutes of the Special Phone Conference meeting of June 26, 2012. Gary Bruce made a motion to accept the minutes as read. Bob Martin seconded. ***The motion passed unanimously.***

Linda Huber read the minutes of the Special Board of Directors Phone Conference meeting of August 22, 2012. She stated that Amy Parker should be added to the list of shareholders present. Elaine Rufener made a motion to accept the corrected minutes. Mandy Brewer seconded. ***The motion passed unanimously.***

Treasurer's Report (see attached)

**Linda Huber moved to accept the Treasurer's report. Elaine Rufener seconded. *The motion passed unanimously.***

Correspondence – (see attached)

Linda Huber read a letter from Paul B. Dezzi Fire Chief thanking us for our donation of \$100. The Longboat Key Fire Rescue spoke at a Coffee last spring.

### Management Report – Shane Raniere

Shane stated that he met almost weekly with Vickie during the summer. He actively worked on getting the arrears paid. Tropical Storm Debbie did some damage and most has been repaired. Dock & Davit mentioned this summer that there may be possible major maintenance repairs needed to the sea wall –cap. He is usually at the office of Progressive Community Management, Inc. Mon. – Wed. and Fri. He can be reached at 941 921 5393 ext. 121. Call and leave a message. If he is not available and you need to reach him immediately, contact his assistant, Karen, at ext. 128.

He also expressed his gratitude to Vickie for all her assistance helping him learn about our property and needs. He feels the Shareholders need to understand and appreciate how much Vickie does on a daily basis.

### Maintenance - Vickie Van Meier (see attached).

Bob Martin added that if someone has appliances that they want to dispose of, they should call Rich at 941 -580 -1827. His number is also posted in the Office and at the Clubhouse. The Hazardous Waste Disposal program is usually held at Coquina Beach the end of Jan. Vickie added that the Fire Department had an inspection of our property. They cited 3 areas that needed fixed: lean-to area on the Maintenance Building needed cleaned out, that circuit breaker needed fixed and the batteries on the Exit signs were burned out. Everything is now fixed. They also inspected the Office and everything passed.

### Parking -- Bob Martin

Bob reported that new numbers have been attached to the parking bumpers that came off during the flood caused by Debbie. There are currently four names on the waiting list – all shareholders.

### Committee Reports

#### Financial – M. Patricia Novi

Pat presented the report of the financial meeting held on November 5, 2012. Pat, Kaye Brininger, Fred Huber, Mandy Brewer (Treas. & Board Member) and John Brewer who was invited to share information and input were present.

1. Discussed paying money on the loan balance from monies we have.
2. Securing new bank loan for balance before September 1<sup>st</sup>.
3. One time opportunity for shareholders to pay their portion of the loan instead of \$125.00 a month. No rebates after April 1<sup>st</sup>. payment.
4. Suggested date April 1<sup>st</sup> is start of new Fiscal Year. Checks to be dated April 1<sup>st</sup>. but must be mailed in sufficient time so they can reach the office no later than March 15, for bookkeeping purposes.
5. Two committee members not present were Janet Delande and Joan Fulchino. They were called for input and basically all committee members are agreeable to major concerns with some questions.

6. Before January Board meeting, we will ask Florida Shores Vice President to meet with the Committee for input (Do's and Don'ts) and advice. The Finance Committee will have a recommendation for the January Board Meeting. (New loan or alternative)

Because the Association will have additional money available because of the sale of the Villas, questions were asked about the money from the sale and where would it be transferred and be used. The cost of the possible new roofing was a concern and the extra money should be directed to that use.

Marketing & Sales - John Brewer (see attached)

Beautification- Nancy Martin

Nancy reported that Alex installed a permanent irrigation system this summer at the Office. Our flower pots were removed from the North Villas. All pots will be planted in Jan. Bushes that have died will be replaced by the shuffleboard area. Mums were planted in the pots by the Office by Elaine Rufener

Vickie suggested that a planted area be put in near #51.

Marina – Gary Bruce, Dock Master

Gary reported that currently all boat slips are rented with an overage of 1. The Boathouse #1 opened up this summer. With the sale of the Villas, they received 4 boat slips for 1 year. The slips assigned are #1, #5, #8 & Boathouse#1. We propose to raise non-shareholder rates by \$200.00 per slip per year in the coming fiscal year. With the overage, if no one leaves, we will have to ask the last non-shareholder in to leave

Vickie said that if they are planning to fix docks next year, they need to check the fish cleaning area. Shane said that there are loose and/or missing boards.

Storage – Nancy Martin

Nancy reported that all storage lockers are rented with one shareholder on the waiting list. Currently we are waiting for a Board decision whether we can rent the four empty units from the sale of the condos on the North side. There is a leak in the roof which is being taken care of. Remember, no bikes or other items are to be stored outside your storage areas.

Web Site – Stephen Koerner & Mandy Brewer (see attached)

Steve reported that he will be updating the calendar. Let Mandy or him know of any upcoming events.

Rules and Regulations - Stephen Koerner

Steve reported that the committee will be meeting in the near future to talk about where to go from here.

### Rental – Joan Fulchino

Nancy Martin reported for Joan and said that they plan to have informational meetings for renters each month starting in Jan. or Feb. They are waiting for a tabled Board decision in Jan. of the new rules and new application form.

### Old Business

#### Maintenance of Individual Units

Vickie reported that the Architecture Review committee consisting of Pat Novi and John Balerna will be walking the park with Shane Ranieri to check the needed maintenance on individual units. .

#### Ratify Votes

Linda Huber made a motion to ratify the unanimous approvals given by Board members during the summer to replace the windows in #51 and purchase a new golf cart. Gary Bruce seconded. ***The motion passed unanimously.***

Bob Martin made a motion to ratify the votes taken to accept the sale price of the Villas and the South side. The votes were 5 in favor and 2 against with Linda & Elaine voting against the acceptance. Gary Bruce seconded. ***The motion passed unanimously.***

#### Vote on Changes to Rules & Regulations

The Board decided to table this until the January meeting. The Rental and Rules & Regulations Committees are requesting that any concerns regarding changes should be sent in writing or email to the Office by Dec. 15. earmarked to the Rental or Rules & Regulations Committee. Nancy Martin said that there seemed to be some concerns regarding the increase in the rental application fee and the proposed guest restrictions.

### New Business

#### Board Approval – Rental and Sales

Rental (see attached):

Due to the length of the list, it was decided not to read list in its entirety, but to only discuss those where there was a problem.

Linda Huber stated that there was only 1 application that needed to be discussed:

#9 Richard to Al Tripodi April, 2012 – April, 2013 - It needs renter information and signature. Linda made a motion to approve the application pending the receipt of the needed information and to approve all other applications. Bob Martin seconded. ***The motion passed unanimously.***

The Board questioned that 2 of the applications did not give the day of the months for rental. In the future, they would like that information to be included.

Board Approval – work to be done by shareholders (see attached)

Linda Huber made a motion to approve the request from #24 Tow and to approve the request from #38 Dearwester pending obtaining of the needed permit. Mandy Brewer seconded. ***The motion passed unanimously.***

Roof:

Maintenance Building

Vickie Van Meier reported that the estimate to replace the roof on the Maintenance Building was \$10,559. The Board reviewed the specifics of the estimate.

Linda Huber made a motion to accept the estimate. Gary Bruce seconded. ***The motion passed unanimously***

Laundry Room

Vickie stated that we did not get an estimate to fix the roof on the laundry room but it needed to be done. The Board tabled this until estimates are obtained.

#21

Bob Martin made a motion to have the roof on #21 repaired by a licensed roofer at a cost not to exceed \$1,000. Mandy seconded. ***The motion passed unanimously.***

Signs - No Soliciting & No Motorcycles

Gary Bruce offered to take care of this.

5 Year Plan

Mandy Brewer stated that now that we are done with the Villas and the South side, we need to look at future planning and set priorities. Our last long range plan was in 2004.

It was decided to post a sign up sheet on the bulletin board for those who are interested.

Boat Slips – Lease Price

Gary Bruce reported that they would like to increase the price on the rental of all boat slips to non-shareholders by \$200.00 a year. He and Bob Martin will rewrite the boat slip contract.

Linda Huber moved to increase the price on the rental of all boat slips to non-shareholders \$200.00/year. Elaine Rufener seconded. ***The motion passed unanimously.***

Fence – Beach Harbor

Vickie reported that there is a fence between us and Beach Harbor that needs repair. The fence belongs to Beach Harbor, but they also have a hedge that separates the properties.

Gary moved that we send a letter to Beach Harbor requesting that they remove the fence. Mandy Brewer seconded. ***The motion passed unanimously.***

#51 – exterior

Vickie Van Meier reported that #51 needs exterior work – soffits, fascia, seamless gutter, painting/siding of outside and trim. She received estimates ranging from \$2,400 - \$19,400 for various aspects of the work. It was decided that more estimates needed to be obtained. Gary Bruce & Steve Koerner volunteered to get them. ***This was tabled until Jan.***

Front Sign

There was discussion concerning the wording as it might give the wrong message - that we are basically a rental community. Steve Koerner will look into advertising #21 and #51 on Craig's List. Mandy Brewer will work on alternative wording.

Recommendation from Treasurer

Mandy Brewer recommended in the Treasurer's Report that \$15,000 from the Villas Special Assessment account be applied to the remaining loan balance. Elaine Rufener moved to apply \$15,000 from the Villas Special Assessment account to the loan, principal only, effective immediately. Steve Koerner seconded. ***The motion passed unanimously.***

Yard Sale Request

Barbara Bruce has requested permission to hold a yard sale on Nov. 30 & Dec. 1 from 9 a.m. – 3 p.m.. The sale will be at her unit #8. She has also extended an invitation to anyone who would like to participate. She will obtain the necessary permit. There was discussion as to whether others might like to have one on the same day instead of bringing things to her. She said she would investigate getting a permit for the community. Linda Huber moved to approve the yard sale on Nov. 30 & Dec. 1. Bob Martin seconded. ***The motion passed unanimously.***

For the good and welfare of the community

Fred Huber – feels the Stop Sign needs replaced. He was asked to look into it.

Bill Tow – asked if the new owners of the Villas, etc. had to abide by our rules. The answer was yes.

Mario Novi – questioned if there is any follow through concerning maintenance of individual units. He was told there was.

John Brewer – feels that #51 should be completely repaired – not just partly

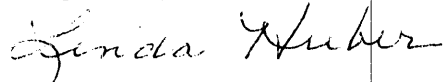
Nancy Martin – feels that the Office stairs and fish cleaning station floor should be stained when doing the docks.

Charles Craig – feels that the green planters at #1 need to be a different color. Nancy Martin will talk to them about the color..

Adjournment

Gary Bruce moved to adjourn the meeting at 11:38 a.m.

Respectfully submitted,



Linda Huber, Secretary  
Twin Shores Beach & Marina, Inc.

**TWIN SHORES BEACH AND MARINA, INC.**  
**MONTHLY DIRECTORS REPORT**  
**TREASURER, Mandy Brewer**  
November 14, 2012

Date of accounts: October 31, 2012

Operating account:	_____	\$144,385.60
Money Market	_____	\$80,004.77
Petty Cash	_____	\$ 37.00
Special Assessment	_____	\$29,576.00
<b>TOTAL</b>	_____	<b>\$254,003.37</b>

Loan Balance Oct. 22, 2012 \_\_\_\_\_ \$ 462,077.51

Villa Reserve Account : \_\_\_\_\_ \$9,087.06\*

\* There is an additional \$756 being transferred into the Villa Reserve Account due to bookkeeping change.

**1. As of October 31, 2012 there is a total of \$1,992.00 due in late fees ,HO's fees , special assessments, Administrative fees from 5 people. \$997 due in Homeowners fees from 2 people,\$ 515 due in late Special Assessment fees from 2 people and \$480 due in Late/Administrative fees from 5 people.**

**2. We have a number of people paying in advance, some 6 months , some 3 months and some just early for the 1<sup>st</sup> of the month . We have \$1,819 prepaid in HO's fees and \$10,965 in special assessments prepaid. This results in at total of \$12,784 in prepaids.**

**3. Shane has called several people on the arrears list and we have had great success. As a reminder, anyone owing any fees will not be approved for any rental.. We have sent individual bills to the ones with small miscellaneous fees that are owed explaining what the fees are for and asking for payment. The Management Company has charged \$10 per bill .**

**4. I feel the Directors need to consider paying down some of the remaining Loan balance hopefully by the end of Janaury. I suggest paying \$50,000 out of the operating account and \$15,000 from the Villas Special Assessment account. (\$13,079 of this is payment has been made as a buffer for those who may be late or not paid. We currently have \$29,576 in the account which includes prepaids but allows us 1 1/2months buffer for such late payments after paying off the \$15,000).**

**Mandy Brewer, Treasurer, Twin Shores Beach and Marina**



## Maintenance Report

November 2012

In May the new light on the south side of the shuffle board courts was erected. Gary helped get a pole and dig the hole, then our electrician put in the light. We had another typical summer, with rain and wind. For those of you that received calls from All American Anchor or another company affiliated with them that said, Vickie wants us to inspect your property that is NOT true. I was on vacation and received phone calls and e-mails from shareholders so I called the company and told them they had no business using my name and they were to stop. I also found out they took our phone directory from the clubhouse in order to access our shareholders which they denied and said they know everyone. After several attempts to get them to stop using my name, I heard they would call and say, "the board of directors" wants us to do this.

As usual our many shareholders left their chairs in the Tiki hut and we needed to remove them. There is still a pallet left by the dumpsters that no one took responsibility for. If it is yours please get rid of it. A microwave oven was also left by the dumpsters.

**MICROWAVES, TV'S AND COMPUTERS NEED TO GO TO HAZARDOUSE WASTE**, and should be taken care of by the person trying to get rid of them. METAL goes by the maintenance building, and nothing should go outside the dumpsters. If you have something you don't want, break it up and put it in the dumpster or put a notice on the bulletin board asking who might want that particular item.

As many times as we have gone over the dumping and recycling rules, we can't get through to everyone.

In June our electrician put a new board on a power pole around block 82 and rehung the electric meters. In October the same thing was done for units 13, 19 and 20.

In July the clubhouse was flooded by at least 4". No real damage except videos on the bottom shelf in the library got wet and had to be thrown out. Some table cloths on the bottom shelf of our entertainment center got wet, but no real damage to the unit. The new hot plates that were left on the floor in the pantry got wet and the closet door swelled.

In July the new water cooler was put in the clubhouse.

New windows were put in unit #51, I trimmed the windows, painted the bedrooms and living room, cleaned the kitchen, shopped for some more kitchen utensils, moved the furniture from unit 108 into that unit. Charles and I pressure washed the stained the deck and steps to unit #51 also. Charles painted the AC unit and we had it checked out. A few minor repairs needed to be done to it. We need to decide what we are going to do with the outside of that unit. Our electrician rewired the stove and fixed a 3 way light switch for the outside light.

A new electrical outlet cover was put on a marina outlet by our electrician Herb Dolan and he found electrical shorts on the south side sump pumps. Two new sump pumps were purchased. They last about 2 years due to salt water flooding.

Alex replaced a new clock for the irrigation system at the office and we had the electrician wire it. Alex also moved two guest parking bumpers ahead to provide more room for longer vehicles and put down new rock.

Dock and Davit, looked at two sink holes by the seawalls, patched them, filled them with shell and fixed 4 other cracks.

Rat poison was put down in May and September. If you notice a problem we have more rat poison packets in the office.

October the plumber replaced leaky copper pipe outside units in the 52-54 homes and also replaced water shutoffs.

August Shane noticed some hot water heaters he thought the gas company should look at. A man from the gas company came out on Aug 13, looked at the hot water heaters in question and thought they would be fine for a couple more years. Just recently the hot water heater between #45 and 47 started to leak so a new on demand heater was put in. I found out that installations from years back are dangerous so smaller gas tanks were put in by Ameri-gas with direct lines going right to the hot water heaters and not underground, soldered, or coming out of cement floors which were determined to be unsafe. In the near future we should look into more on demand hot water heaters which will save money in the long-run.

The maintenance building has a leaky roof and an estimate was obtained. We also need to look into fixing the laundry room roof, the roof on unit #21 and eventually the north boat house roof. On the maintenance building there are narrow roofs below the main roof that needs work and maybe we can get some guys to look at these. They were not on the estimate because they are so labor intensive and do not affect the storage areas, at least not yet.

Thanks to Fred Huber and Bob Martin for replacing our red street lights with white lights.

Again, please inspect your property for water leaks and/or electrical problems. It is our goal to keep making infrastructure improvements to the park.

Vickie VanMeier

TOWN OF  
LONGBOAT KEY



Town Hall  
1000 Gulf of Mexico Drive  
Longboat Key, FL 34228  
Phone: (941) 316-1990  
Fax: (941) 316-1991  
www.longboatkey.com

*Incorporated November 14, 1955*

Longboat Key Fire Rescue  
5490 Gulf of Mexico Drive  
Longboat Key, FL 34228  
Phone: (941) 316-1944  
Fax: (941) 316-1946

4/17/2012

Twin Shores Mobile Home/The Coop  
3740 Gulf Of Mexico Dr.  
Longboat Key, FL 34228

Dear Victorian Van Miller,

On behalf of the entire staff of Longboat Key Fire Rescue, I would like to express our sincere thanks to you for the generous gift. It was so kind of you to think of us in this way and we want you to know how very much it is appreciated!

We take our jobs most seriously and it means so much to us when we see that our efforts are appreciated. It is people such as you that make each member of the department proud to serve the citizens and visitors of Longboat Key.

Sincerely,

Paul B. Dezzi  
Fire Chief

jnb

## **SALES AND MARKETING COMMITTEE REPORT**

**November 14, 2012**

**Members: John Brewer, Pat Novi, Penny Koerner, Paul Stewart**

**RE: Sale of Twin Shores Beach and Marina, Inc. shares relating to the north side Marina Villas and the south side Marina building:**

**The committee analyzed the contract to purchase the Shares relating to the two buildings and recommended acceptance of the offer to the Board of Directors.**

**On August 24, 2012 the closing of the sale was completed. The total purchase price was \$1,000,000: North side \$715,000 and South side \$285,000. Sales costs of 5.5% sales commission to Barrier Island Realty, listing agent, and My Realty Company, selling agent, and \$18,584.70 closing costs and prorations including real estate taxes, title insurance, state tax stamps and closing fees. The transactions were closed by the law office of Lutz, Bobo & Telfair, P.A. The purchasers intend to complete the construction of the south side building into three or four units.**

**At the direction of the Board of Directors, the net proceeds of \$928,488.77 were deposited with Florida Shores Bank reducing our loan balance to \$471,546.99 as of September 20, 2012.**

**I would like to thank the members of the committee for their time and input in numerous meetings and all the Shareholders who participated in various promotional activities and open houses.**

**This concludes the activity of our committee concerning the north side Villas and the south side building.**

**Respectfully submitted,**

  
**John Brewer**

## WEB SITE REPORT

NOVEMBER 14, 2012

Steve Koerner and Mandy Brewer

The Web site is operating very well. A number of Shareholders have commented on the content and access to forms. Steve Koerner has acted as WebMaster and has done all the entries. Web Site: [www.twinshoreslbk.us](http://www.twinshoreslbk.us)

The e mail has also been very successful. Of 90 units ( includes duplex and not #21) we have 48 shareholders having given consent to receive their information from Twin Shores on email. We have 22 Shareholders with no email and the remaining 19 with email but not signing the consent form yet. Several members have a couple emails and a few own more than 1 unit.

If you have not signed the consent form for receiving your reports and would like to do so , please contact [mandybrewer@juno.com](mailto:mandybrewer@juno.com) and send in the form attached to these minutes.

By having 50% of our members receiving communication on email we have saved numerous dollars on mail, paper, copies, etc. Thank you to all who are participating.

Mandy Brewer, co chair

Web Site committee

Consent Form Attached

Updated Email list of non consented Shareholders

## **TWIN SHORES BEACH AND MARINA E-MAIL 2012-2013**

The following names have not sent in consent forms, therefore will NOT receive information via email. If you wish to be included with email from Twin Shores please send in the attached consent form.

The following people have emails listed, however, have NOT sent in consent forms.

Ashley #54 , Fulchino #74, Goddard #97, Goldstein #5A, Horton #120  
Huber #29, Kellow #32, Richard #1/9, Scalera #19, Seitz #89/90, Urse #47  
Sica #25, Balerna #66, Bayne #48, Bruce #8, Collier #40/42, DeLande #28  
Flemming #57, Goldstein #5A

The following people do not have an email address listed with us and assumed no email and will continue to receive all correspondence via US Mail unless we are notified otherwise.

Atkinson #25, Bender #73, Bank Owned #44, Calvi #41, Draveling #30  
Durand #72/85, Durkin #94, Flynn#96 , Franco #2, Gable #71, Hammar #15,  
Hardy #20, Mellon #98, Morrison #12, Nihil #36, Parker #119, Peterson #53,  
Saylor #81, Tupper #76, Twin Shores #21, Urse #60, Wierengo #31,  
Cotner #102, 104, 106, 108

All other Shareholders have sent in the consent form and will continue to receive correspondence via email and the Web Site.

Questions: Contact Mandy Brewer, 941-383-7696 or [mandy@twinshores.com](mailto:mandy@twinshores.com)

11/14/12

Nov. 14, 2012

**\*\*\*\*\* YOUR IMMEDIATE RESPONSE IS REQUESTED\*\*\*\*\*  
FOR ALL USING CURRENT EMAIL ADDRESSES**

**TWIN SHORES BEACH AND MARINA WEB SITE COMMITTEE**

To Shareholders of Twin Shores:

We have developed a Twin Shores website which provides information and current news items pertaining to park activities. The site ALSO includes secure pages with information for Shareholders only, including the same type of contact information that is now found in the printed directory. We are requesting your consent to the posting of this contact information on our secure pages as well as you accepting this form of communication for minutes and other items of interest via the Web page . You will have a login as well as password for accessing these secure pages.

This process will benefit the Association greatly with a large reduction in expenses for postage, paper and printing as well as a reduction in the volunteer effort necessary to provide various communications to the membership.

Please complete the following:

I/we consent to (check one or both as appropriate):

\_\_\_ the posting of my/our contact and other important items such as minutes of meetings, etc. on a secure page of the Twin Shores website;

\_\_\_ Twin Shores providing notifications and information through email rather than US Mail or other delivery service.

Unit # \_\_\_\_\_ Shareholder Names

PRINT \_\_\_\_\_ SIGNATURE \_\_\_\_\_

PRINT \_\_\_\_\_ SIGNATURE \_\_\_\_\_

PRINT \_\_\_\_\_ SIGNATURE \_\_\_\_\_

PRINT \_\_\_\_\_ SIGNATURE \_\_\_\_\_

Please indicate preferred email address, if multiple addresses.

Email \_\_\_\_\_ Email \_\_\_\_\_

Return this form after November 1, 2012 to : Twin Shores Beach and Marina  
Attn: Mandy Brewer  
3740 Twin Shores Blvd.  
Longboat Key, Fl 34228

**If a properly-executed consent form is NOT received, you will not receive any notifications or information through email. All notifications and other Twin Shores information will continue to be by US Mail.**

**If you wish, you may return this by FAX to Mandy Brewer 941-387-2346 (Twin Shores office)**

Board Approval – Rental & Sales

Rental:

- |   |                                    |
|---|------------------------------------|
| 1. #1 Richard to Al & Dotty Vanlten                                 | Jan. 1, 2013 – Dec. 31, 2013       |
| 2. #3 Murphy to John & Carla Ogburn                                 | Dec. 1, 2012 – June 5, 2013        |
| 3. #5 Kremer & Muller to Joe & Maureen Beall                        | Jan. 1, 2013 – April 7, 2013       |
| 4. #9 Richard to Al Tripodi<br>Needs renter information & signature | April, 2012 – April, 2013          |
| 5. #10 Daughton to Dick Sprague & Linda Bacon                       | Dec. 15, 2012 – March 24, 2013     |
| 6. #15 Hammar to Maureen Hagan                                      | Jan. 1, 2013 – April 30, 2013      |
| 7. #21 Twin Shores to Elizabeth Kuhn                                | Jan. 1, 2013 – Feb. 28, 2013       |
| 8. #21 Twin Shores to Cheryl Johnson                                | March 1, 2013 – April 30, 2013     |
| 9. #32 Kellow to Mel & Judith Sorton                                | Sept. 12, 2012 – Oct. 12, 2012     |
| 10. #48 Bayne & D’Arcy to Elvira Gentile                            | Sept. 27, 2012 – Sept. 30, 2013    |
| 11. #63 Kroll & Pohyba to John & JoAnn Combs                        | Feb. 1, 2013 – March 31, 2013      |
| 12. #65 Holloway to Fred & Jill Menschel                            | Jan. 2013 – April, 2013            |
| 13. #73 Bender to Bernadette Potosnak                               | Jan. 15, 2013 – March 31, 2013     |
| 14. #74 Fulchino to Elizabeth Huston & Marlene Crosthwait           | June 1, 2012 – Aug. 31. 2012       |
| 15. #76 Tupper to Joseph & Paula Denning                            | Jan. 1, 2013 – Feb. 28, 2013       |
| 16. #76 Tupper to Daniel Angelillo & Judith Timke                   | March 2, 2013 – May 3, 2013        |
| 17. #82 Fiumos to Glenn & Sharon Thompson                           | Jan. 1, 2013 – Feb. 28, 2013       |
| 18. #82 Fiumos to Elizabeth Kuhn                                    | March 1, 2013 – April 30, 2013     |
| 19. #83 McQueen to Mark & Laurie Thomas                             | Oct. 29, 2012 – September 30, 2013 |
| 20. #84 Furniss to Lee & Marlene Saylor                             | Dec. 28, 2012 – April 4, 2013      |
| 21. #87 Hegmann to Ralph Leach                                      | Feb. 1, 2013 – April 1, 2013       |
| 22. #99 Enneper&Szabo to Sue Huuskonen & Anthony Viscione           | Jan. 1, 2013 – March 31, 2013      |
| 23. #100 Glass to Barbara Dus                                       | Jan. 15, 2013 – April 15, 2013     |
| 24. #123 Cornuke to George & Patricia /Carpenter                    | March 1, 2013 – April 30, 2013     |

Sales:

Board Approval – Work to be done by Shareholder

1. #24 Tow  
Request permission to replace vertical & horizontal panels in the front overhang. Approved by town on 2/23/12.
2. #38 Dearwester  
Request permission to install replacement windows and paint unit – color sample provided (lighter yellow than present color)