

**TWIN SHORES BEACH & MARINA, INC.**  
**BOARD OF DIRECTORS MEETING**  
**APRIL 17, 2013**

**Public Expression Regarding Agenda Items**

John Brewer spoke regarding paying shareholders for work done in the park. He feels that any Board member benefitting from action on this matter should abstain from voting.

**Moment of Silence**

Robert Martin, Vice President, requested a moment of silence for the tragedy during the Boston Marathon.

Elaine Rufener requested that our flag be flown at half mast.

**Call To Order**

Robert Martin called the meeting to order at 9:06 a.m.

**ROLL CALL- Linda Huber, Secretary**

A quorum was established with the following Board members present: Robert Martin, Linda Huber, Mercy (Mandy Brewer), Gary Bruce, M. Patricia Novi and Elaine Rufener. Steve Koerner was present via phone.

Also in attendance was Shane Raniere from Progressive Community Management.

**Reading of the Minutes – Linda Huber**

A **motion** was made to waive the reading of the March 20, 2013 minutes and the minutes of the Special Board of Directors meeting of March 23, 2013 by Gary Bruce and seconded by Elaine Rufener.

***Motion passed unanimously.***

**Treasurer's Report - Mercy (Mandy) Brewer** (see attached)

Mandy Brewer gave the Treasurer's report. A **motion** was made by Linda Huber and seconded by Pat Novi to accept the Treasurer's report. ***Motion passed unanimously.***

**Correspondence - none**

**Progressive Community Management Co. – Shane Raniere**

Shane reported that the 2<sup>nd</sup>. notices regarding maintenance of individual units have been sent along with some 1<sup>st</sup>. notices. The 2<sup>nd</sup>. notices are more harsh and are designed to elicit responses. The responses have been good. Maintenance of units will be an ongoing review. Shareholders should call him if there are any questions. Shane will prepare a summary of cited violations for the Board.

**Maintenance – M. Patricia Novi**

Pat reported that she called Dock & Davit, Inc. to set up an appointment to discuss repair of marina wall under the patio and also the repair and raising of the bay wall on south end of Twin Shores property. This work may be done at the same time Gulf Shores repairs their wall as it butts up to our

wall. We are waiting for estimates and a time frame. John Balerna will be point man for this project. Pat also contacted Gulf Shores about white concrete posts along the south side of Twin shores. They are in poor repair and may be torn down.

**PARKING REPORT – Robert Martin**

No report

**COMMITTEE REPORTS**

**Financial – M. Patricia Novi**

No report

**Beautification - Nancy Martin**

This has been a good year for our committee. We now have blue pots at the Office area. Hope everyone has noticed the new fence by the middle section garden. Again, thanks to Con & Gail Batt for donating the material. It looks great!

**Marina - Gary Bruce, Dock Master**

Currently all boat slips are rented. Boat house #1 and #2 opened up this year. With the sale of the villas, they received 4 boat slips for 1 year. The slips assigned to them are 1, 5, 8 and boat house #1. We have raised non-owner rates by \$200.00 per slip. We currently have 10 resident rentals and 6 non-resident rentals and one renter sublease. #11 slip is now open and I will be moving someone into that slip. Bob Martin has sold his boat to Karen & Dave Kroll. They will take over Bob's slip – there is no shareholder on the waiting list. We have 1 owner and 1 renter late on payment. They will be contacted. I want to work with the developers of the south side villas to keep auto access to the marina.

**Storage - Nancy Martin**

We have rented 16 storage units – 14 big & 2 small. All have been paid for the year – total \$1500. Shane & Mandy have a master copy and one is in the Office in the storage unit folder. Currently no one is on the waiting list.

**OLD BUSINESS**

**Maintenance of Individual Units –**

This was covered in Shane Ranieri's report on Progressive Community Management Co. Pat Novi stated that she was sorry that letters had to be sent. Owners should know what needs to be done.

Gary Bruce felt that some items were "picky". Again, owners were told to contact Shane if there are any questions.

**5 Year Plan – Mandy Brewer**

Mandy reported that this was a comprehensive plan and thanked the committee for their time, work and interest. A **motion** was made by Mandy Brewer and seconded by Pat Novi to accept the Long Range Plan to be used as a guide for the next 5 years. ***Motion passed unanimously.*** Steve Koerner stated that Water/Sewer and Rentals should be the priorities to begin. We need to send out a request for interested shareholders to serve on a committee for each. He reminded the Board that only 3 Board members could serve on a committee and Board members could not be chair. Linda Huber said that she would post a list of committees on the bulletin board in the clubhouse and include a list with the minutes. Shareholders should let her or Mandy know if they are interested in any of the standing committees including Water/Sewer and Rentals. Also, if they would like to be removed from a committee, they should let her know.

#### **Refrigerator - \$100 gift card**

The old refrigerator will be moved to #78 and taken off Craigslist. A \$100 gift card from the store where it was purchased has been given to us and is in the Office with our petty cash. It was thought that it should be used to purchase things for the kitchen such as a microwave.

#### **Fence – Beach Harbor**

Bob Martin said that he sent a letter to Beach Harbor stating that we had no objections to the removal of the fence between their property and ours and that the vine on the fence could be removed as well.

#### **Dock Repair**

Gary Bruce said that we have applied for an account at Island Lumber. There are two 20' docks and one 32' dock which need repair. We have received two estimates: Mark Thomas (#83) labor only and we provide the materials. ; Repairs Unlimited LLC. Mark's estimate is lower but there were some concerns: Our insurance covers shareholders but not renters. Steve Koerner felt that if we are paying for work to be done, we should use licensed, bonded contractors for our protection if something goes wrong. Shane Raniere stated that he does not recommend using anyone who is not licensed or bonded. A question was raised as to whether our insurance covers renters who volunteer to do work. Pat Novi said she would contact our insurance agency to find out.

**The decision on dock repair was tabled until Nov.**

#### **2013 Twin shores Beach & Marina, Inc.**

Shane Raniere said that the filing of the report has been done. The check is in the process of being drawn.

#### **NEW BUSINESS**

***Board Approval-rental and sales : Linda Huber (see attached)***

Linda Huber made a **motion** to accept the rentals for Unit 9 to Lois Elms; Unit 85 to Kenneth & Joyce Dudley and Unit #95 to Susan Huuskonen & Tony Viscione and deny the rental of Unit 75 to William Good based on motorcycles not being allowed in the park. Mandy Brewer seconded and **the motion passed unanimously.**

Linda Huber made a **motion** to approve the sale of Unit 63 to Dave & Charlotte Kroll. Gary Bruce seconded and **the motion passed unanimously.**

Action on the sale of Unit 45 is pending the interview of the prospective buyers on May 3.

Linda read a request from Jerry Holloway #65 for a refund of \$75.00. They had used an incorrect application form which stated that the fee was \$150 which when they applied was only \$75.00. Elaine Rufener made a **motion** to refund the \$75.00. Gary Bruce seconded and **the motion passed unanimously.**

Linda also mentioned that the address on the back of the Rental Application for Progressive Community Management, Inc. is incorrect. Applications should be sent to :

**TWIN SHORES BEACH & MARINA, INC.**

c/o Progressive Community Management, Inc.

**3701** South Osprey Ave.

Sarasota, FL 34239

***Board Approval-work to be done by shareholders: none***

**Approval of South side plans**

Mandy Brewer read an email from Beth Cottner stating that she feels these are the final plans. Mandy made a **motion** to approve the South side interior plans but any major changes must be brought to the Board for approval. Pat Novi seconded and **the motion passed unanimously.**

**PCM Contacts – Off season residents**

Vickie Van Meier and John Balerna will be the contact when Board members are not in residence.

**Insurance Coverage – Shareholders/renters.**

Our insurance covers shareholders who volunteer to do work in the park. Pat Novi will check about coverage for renters.

**Tiki hut – fronds**

Bob Martin & Gary Bruce looked at Gulf Shores Tiki hut. They use 1 ½" stainless steel screws. Gary would like to use strapping. Board decided to **table this until Fall.**

Reminder: chairs, etc. must be removed from the beach by 6/1. All items left will be discarded.

**Seawall Repair** – covered in Maintenance Report

**Patio repair** – covered in Maintenance Report

### **Fence Replacement – Mellon**

There was 5' fencing like around the dumpsters that is now missing from when the sewer repair was made. It was decided that Paul Mellon should send in a written request for replacement with specifications. Bob Martin will speak to Paul.

### ***For the good and welfare of the community:***

**Elaine Rufener** – 2013 Twin Shores Directory is now available. They will be distributed to those in the park and mailed to all others. Additional copies are available and cost \$3.00 each. Contact Elaine if you are interested.

**Elaine Rufener** – Requests that Shane check the grapefruit tree at #7; feels it should be removed.

**Steve Chapin** – Request to check the work done on the power pole replacement behind #118; feels that the area should be cleaned up

**Nancy Martin** – Feels that the docks should be power washed and stained; they detract from the park  
The Board decided to contact Alex to see if he can do it. Pat Novi made a **motion** to allocate up to \$2000.00 to power wash and stain the docks this summer. Elaine Rufener seconded and ***the motion passed unanimously.***

**Janice Daughton** – How long do we keep sending violation letters? Some maintenance has been needed for years.

Pat Novi – after the 2<sup>nd</sup>. letter, fines may be imposed. The question was raised about the Association having the repairs made and charging the shareholder.

Shane Raniere does not recommend that the Board make the repairs and charging the shareholder. The Board has then assumed the responsibility for the repairs and could become liable.

**Elaine Rufener** – Wondered about certification of Board members; showed the form used by her condo association.

Shane does not think co-ops are required to have certification at this time; to be safe, will email each Board member a form to fill out for certification.

### **Adjournment**

Elaine Rufener made a motion to adjourn at 10:55 a.m.

Respectfully submitted,

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