

**Twin Shores Beach & Marina, Inc.**  
**Board of Directors' Meeting**  
**April 20, 2016**  
**APPROVED MINUTES**

**PUBLIC EXPRESSION**

The Floor thanked Bob Martin for his efforts over the years

**Laurie Thomas:** The Directory is in its final stages and will be distributed soon

**CALL TO ORDER**

The meeting was called to order by Steve Koerner at 10:27 A.M.

**DETERMINATION OF QUORUM**

A quorum was established with all Board Members present in person, except Joan Fulchino who was present via telephone. Shane Raniere of Progressive Community Management was also present.

**CONFIRMATION OF PROPER MEETING NOTICE**

Notice was posted in accordance with Association Bylaws and requirements of Florida statute.

**APPROVAL OF MINUTES**

**June 30, 2015:** There was a **motion** made by Pat Novi and seconded by Mark Thomas to waive the reading of the minutes of the June, 2015 Special Meeting of the Board of Directors. All in favor.

***Motion passed unanimously.***

There was a **motion** made by Mandy Brewer and seconded by Pat Novi to approve the minutes of the June, 2015 Special Meeting of the Board of Directors. All in favor. ***Motion passed unanimously.***

**March 15, 2016:** There was a **motion** made by Mandy Brewer and seconded by Pat Novi to waive the reading of the minutes of the March 15, 2016 meeting of the Board of Directors. All in favor.

***Motion passed unanimously.***

There was a **motion** made by Mandy Brewer and seconded by Donnie Lane to approve the minutes of the March 15, 2016 meeting of the Board Meeting. All in favor. ***Motion passed unanimously.***

**March 23, 2016:** There was a **motion** made by Donnie Lane and seconded by Mark Thomas to waive the reading of the minutes of the March 23, 2016 Special Meeting of the Board of Directors. All in favor. ***Motion passed unanimously.***

There was a **motion** made by Nancy Cornuke and seconded by Donnie Lane to approve the minutes of the March 23, 2016 Special Meeting of the Board of Directors. All in favor. ***Motion passed unanimously.***

**TREASURER'S REPORT**

**Mandy Brewer:** See attached: Discussion was had regarding the approval process of larger ticket maintenance items. A **motion** was made by Mandy Brewer to approve the request of the large expenses from the prior month as outlined in the report, seconded by Mark Thomas. In favor: Donnie Lane, Mandy Brewer, and Mark Thomas. Opposed: Pat Novi and Steve Koerner. ***Motion Carries.***

**CORRESPONDANCE:** Donnie Lane: None

**MAINTENANCE REPORT:** Pat Novi: See attached.

**PARKING REPORT:** Joan Fulchino: See attached

**PCM REPORT:**

Shane Raniere: Worked with the President and past Secretary to get the election mailing out to the owners. Many shareholders have already completed several or all of their 'work to be done' items. Several others have contacted me with their intent and timing to do such. Please put away any potential missiles before you leave for the summer.

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**COMMITTEE REPORTS**

**Financial:** Fred Huber: None

**Infrastructure:** John Balerna: None

**Fining:** Penny Koerner: None

**Rental Committee:** Penny Koerner: The renter handbooks have been distributed. The committee met last week and re-elected Penny as Chair. Also discussed was a potential name change for the committee to "Community Support Committee". We will be addressing a number of items, raised by the survey results, over the summer. Discussion. A **motion** was made by Mandy Brewer and seconded by Pat Novi to change the name of the Rental Committee to "Community Support". All in favor. ***Motion passed unanimously.***

**Beautification:** Nancy Martin: None

**Storage:** Nancy Martin: All shareholders have paid. The income was \$1,900.

**Marina:** Mark Thomas: See attached. Discussion was had regarding the kayak float that was previously approved by the Board as well as the seawall.

**Social Committee:** Joan Fulchino: None

**OLD BUSINESS**

Emergency weather notification update: Laurie Thomas: See attached.

Volunteers needed for committee to review current Rules and Regulations for Update. A sign up was placed on the Board. Four shareholders have signed up so far.

**NEW BUSINESS**

**Board Approval – rental and sales:** See attached: Discussion

Discussion regarding rental of unit 92. A motion was made by Pat Novi and seconded by Mandy Brewer to remove the rental rights of unit 92 for the period of 1 year starting on April 16<sup>th</sup>, 2016. In favor: Donnie Lane, Nancy Cornuke, Pat Novi, Steve Koerner, Mandy Brewer. Abstained, Mark Thomas. ***Motion Carries.***

**Rental:** A **motion** was made by Mandy Brewer and seconded by Nancy Cornuke to approve the rentals. All in favor. ***Motion passed unanimously.***

**Sales:** A **motion** was made by Mandy Brewer and seconded by Nancy Cornuke to approve the sales. All in favor. ***Motion passed unanimously.***

Request for approval of lease of unit 118 (second car issue) This was resolved

**Board Approval – work to be done by shareholders:** See attached

A **motion** was made by Mandy Brewer and seconded by Nancy Cornuke to approve the work to be done by shareholders except the purchase of a new unit for 121. All in favor. ***Motion passed unanimously.***

**Request by buyers of unit 121 to purchase then replace unit:** Shareholder spoke to the Board about the plans to have a new home built on to the property.

**Request to install Canadian flag in clubhouse:** Discussion was had. The Board decided not to allow flags from other countries at this time.

**Extension of Unit 51 lease (ratification):** A **motion** was made by Steve Koerner to approve the extension of Unit #51 lease, seconded by Donnie Lane. All in favor. ***Motion passed unanimously.***

**Undertake background checks?** The President discussed the matter with the attorney regarding the liability, the cost and the requirements. A discussion was had by the Board.

A motion was made by Donnie Lane and seconded by Steve Koerner to approve the rental of unit 73 with the condition that, should the Board of Directors decide on a formal background check process, that they are subject to the new approval process. All in favor except Mandy Brewer who abstained. ***Motion Carries.***

**Dollar limitation on non-emergency expenditures?** Mandy Brewer: We have a current rule, for non-emergency items up to \$500 need not be approved by the Board of Directors. Discussion was had. Recommendation to increase the dollar amount to \$1,000.00

A **motion** was made by Mandy Brewer and seconded by Pat Novi to increase the dollar amount from \$500 to \$1,000.00 without the formal approval of the Board for non-emergency items. All in favor. ***Motion passes unanimously.***

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Pat had to leave the meeting.

**New expense reimbursement form:** Mandy has drafted a formal reimbursement form for Shareholders requesting reimbursement for any good or service purchased on behalf of the Board.  
A **motion** was made by Mandy Brewer and seconded by Donnie Lane to approve the reimbursement form.  
All those present voted in favor. ***Motion Passed Unanimously.***

**NEXT MEETING**

Not Determined.

**ADJOURNMENT**

As there was no further business to come before the Board a motion was made by Pat Novi and seconded by Mark Thomas to adjourn. All in favor. ***Motion passed unanimously.*** The meeting adjourned at 12:35 p.m.

Respectfully submitted,

Shane Raniere, LCAM