

Siesta Shores Property Owner's Association

Meeting Notes

Date: July 02, 2005

Time: 9:00 AM

Location: South Park Site

Attendees: See Separate Attendance Sheet

Meeting Facilitator Volunteers: Bryan Crozier and Renee O'Neill White

Purpose of Meeting: Need to elect a new and functioning board to lead the SSPOA

Opening Remarks: Bryan introduced himself and indicated he and Renee had initiated the meeting due to the fact that there was no current functioning board to lead and oversee the affairs of the Siesta Shores Property Owner's Association (SSPOA). Each property Owner attending was requested to sign in on the official attendance record and was provided with a document package that included:

1. Individual reminder statement showing past due association dues (only if there was a balance due)
2. SSPOA Accounts Receivable aging Summary as of June 30, 2005 for Sections I and II combined
3. Copy of letter sent to Section II Property Owner that are 3+ years delinquent
4. Discretionary Funds Worksheet
5. Balance Sheet as of June 30, 2005
6. Income and Expense Statement (Profit & Loss) for this fiscal year-to-date as of June 30, 2005
7. Income and Expense Statement (Profit & Loss) Detail for this fiscal year-to-date as of June 30, 2005
8. historical Income and Expense Statement (Profit & Loss) for years 2001 through 2004
9. Questions and Concerns Form
10. Nominations Form for New Board of Directors (for Section I only)

Renee added remarks of her own regarding her function as the current treasurer for the last 4 (two terms) years, but due to her relocation out of state two years ago, this was not a good situation for her or SSPOA and she would like this taken over by someone local at the earliest possible time. Both Bryan and Renee indicated the need for and importance of getting an elected and actively functioning Board of Directors re-established to take care of the immediate needs of SSPOA and to lead the SSPOA to accomplish necessary and important maintenance and improvements to the common properties and to represent to SSPOA as required.

Renee made a report on the SSPOA financial situation and specifically referred to the handout sheets indicating accounts receivable and the delinquent accounts, requesting that everyone who has not paid their annual lot assessment(s) to do so. Renee indicated that the next step for those Property Owners who do not pay on time, is to file legal property liens where allowed by the SSPOA deed restrictions. It was stated that late charges and liens are only applicable to Section II Property Owners in accordance with their deed restrictions.

There was a question from a Section II Property Owner asking why they were not allowed to vote, but they were legally obligated to pay dues and liens could be placed on their property for non-payment of annual lot assessment(s).

Response: Bryan described what he knew of the history and further indicated the current By-laws were part of a legal settlement between the developer for Section II and the original Section I Property Owner's Association.

There was a question regarding the check mark (√) next to some names on the A/R Aging Summary.

Response: Renee indicated the check mark (√) indicates a Sec II Property Owners that has been sent a letter regarding their delinquent account(s.) and our intentions of filing a lien if not paid.

Summary of Remarks on Expenses

1. Can not spend the security deposit money
2. Insurance continues to go up substantially every year
3. The reserve account must be retained for a financially stable association
4. Current P&L situation is OK but would be improved if all dues were collected on time and there were no additional cost escalations or unforeseen expenses
5. Park Keys:
 - a. Park key deposits have been audited
 - b. Keys from the previous Property Owners that have sold their properties have probably been lost and can not be recovered. This is an opportunity to declare the key deposit forfeited and move the money to "income". Bob Moss is currently the person who issues and manages the keys (the Key Keeper) ???along with some "notification" duties he takes care of???. This is action for the new Boards once it is in place.

Bryan and Renee asked for questions from the attendees.

Question: (Jim Ross) What insurance does SSPOA pay for as indicated on the financial statement?

Response: Directors/Officers Liability and Property Liability

Issues from the Attendees:

1. **The ramp at the South Park is extremely slippery and dangerous. Several people have fallen and fortunately escaped without serious injury, but the problem remains.**
Discussion: Suggestion made to post warning sign at the ramp and at the gate
Resolution or Action: Outstanding
2. **Renee suggested that SSPOA retain the services of a bookkeeper to manage the day-to-day financial record keeping for the association.**
Discussion: Renee indicated she had talked to one potential candidate to get an idea what the cost might be. It would run approximately \$100 per month. Renee currently has the finances set up on Quick Books Pro and the potential candidate uses a proprietary spreadsheet application that would require conversion or reentry of data. This was not acceptable to Renee and wants to get another bid. One Property Owner suggested that we pay the Board of Directors Treasurer to do this function. Other opinions were that paying a Board member would not be a good idea. [Later review of the By-laws by this note taker

indicates under Article III Section 5, that "positions on the board shall be non-compensatory".

Resolution or Action: Outstanding

3. What are the duties and time commitments required to serve on the Board?

Discussion: Renee discussed the Treasurer requirements which seem to be the most demanding. The By-laws describe specific duties of the five (5) Board of Director positions and identify standing committees (Hospitality/Welcome, Park, Finance, Issues). Length of term is two years.

Resolution or Action: Outstanding

4. Can Section II Property Owners participate on the Board?

Discussion: Can they serve on the Board? There are no specific provisions of the By-laws that address this. Consensus of those present was that this would be OK.

Resolution or Action: Outstanding

5. Can Section II Property Owners start their own board?

Discussion: No one thought this was addressed in the current By-laws.

Resolution or Action: Outstanding

6. Can the By-laws be changed?

Discussion: This can be done, but is a very tough process and some issues would likely be very contentious (liens in Section II, optional dues payment by Section I and no lien options for Section I property just to identify a few). There was consensus of those present that a committee of volunteers should be organized to review this and propose an action and schedule. It was also agreed the new board should finalize this

Resolution or Action: The following people volunteered for this:

John Collins

Cheryl Petre

Additional effort on this is required once a permanent Board is in place.

7. How should the members be contacted?

Discussion: Discussed email as the best and least expensive way. Attendees were asked to provide email address on the official attendance sheet.

Resolution or Action: Further contact information needs to be collected.

8. Suggestion made to establish an interim Board of Directors from the volunteers.

Discussion: Property Owners present agreed to this idea and it was proposed to have the Board volunteers form the Interim Board. The Interim Board is to:

- a. Solicit nominations and volunteers for the five Board of Director positions by a specify a final date for all nominations to be finalized and published
- b. Set a time for the election of a new Board of Directors
- c. Notify the Property Owner's of the election date and provide information on each candidate
- d. Set up an efficient and accurate voting process, receive votes, validate each vote's eligibility in accordance with the By-laws, identify the successful candidate for each office and notify the Property Owners who the new Board of Directors are in accordance with the current By-laws

Resolution or Action: The members voted for this and the following will set a time for their first meeting to accomplish the tasks directed, possibly Saturday, July 9th.

Elizabeth Blount (Sec II) – volunteered to run for Vice President
 Rocky Richards (Sec I) – volunteered to run for Secretary
 Claude Garrett (Sec I) – volunteered to run for Member At-large
 Jenny Worthington (Sec II) – volunteered to run for President
 Renee O'Neill White (Sec I) agreed to continue as Treasurer until the new Treasurer is elected and a smooth transition can be arranged. Janine Garrett (Sec I) would meet with Renee to consider taking over the bookkeeping responsibilities but not the Treasurer's position.

9. Potential FEMA 100 year flood plain?

Discussion: FEMA has proposed a change to the 100 year flood plain map that will potentially affect some Siesta Shores Property Owner's whose property elevation falls within the proposed increased flood plain elevation from the current rules. Hearings are going on now and each Property Owner should review the proposed changes and comment directly to FEMA. A decision is due in September of 2005. Additional information may be obtained from the LCRA web site at <http://www.lcra.org/newsstory/fematravis.html>. Essentially the flood level is being proposed to be raised from 716 feet above mean sea level to 722 feet above mean sea level. See the attached PDF information sheet from the LCRA site.

Resolution or Action: Further review and action should be taken by individual Property Owners.

10. Park security problems were brought up and discussed?

Discussion: Kenny Ray related difficulties with trash and property damage on the North park that has happened repeatedly and is hopefully being perpetrated by non-resident. Repeated repairs have helped, but more physical security efforts are needed to keep the properties secured and available only to Property Owners and guests. Property Owners were reminded to lock the gates behind themselves each time they enter and exit the park properties even while they are still on the properties. This will deter unauthorized use by non-residents.

Resolution or Action: Further review and action should be taken up once the new Board is in place.

11. Hot Mail Account?

Discussion: Renee inquired if anyone wanted to take over managing and being responsible for the existing SSPOA Hot Mail account?

Resolution or Action: Jenny Worthington will do this and may be able to help set up an SSPOA website for the Board's use. Jenny Worthington will investigate further.

12. General Volunteers

Discussion: Committee volunteers were solicited?

Resolution or Action: Tim Bargsley volunteered to serve on a committee. Once a new Board is in place Tim should be contacted to serve on one of the Standing Committees.

This is a record of the July 02, 2005, SSPOA meeting in accordance with the By-laws of the Siesta Shores Property Owner's Association as understood by temporary secretary, Ed Stephen. Should any Property Owner have additions or corrections, that Property Owner should contact Ed Stephen at estephen@austin.rr.com or 425-643-7219 no later than August 15, 2005.