

MARSH HARBOUR OF KINGSLAND POA - Board of Directors Meeting
Farm Bureau Conference Room, 180 Mariners Drive, Kingsland, Georgia 31548
6:00 PM January 16, 2018

1. Call to Order:

Vice Chairperson Sepp called the January 16, 2018 meeting to order at 6:07 PM.

Board members:

Intrium President – Andy Figueroa – not present

Vice Chairperson – Howard Sepp – present

Secretary – Charles Dumont – present

Treasurer – Andy Figueroa – not present

Also present: Kristina with Advanced Management Group.

2. Welcome Visitors and time to express Comments/Concerns

Members present: Wallace Hodge

- New Board members – A request for nominations to serve on the board has been sent out in the past. There has been very little if any response to these requests.
- Money Market Account – Should be set up in CD.
- 117 Maybird Drive – shed built without approval. AMS to send letter to owner.
- 2018 Budget – Has questions on budget but will wait until Figueroa is present in meeting.

3. Minutes:

- a. The minutes for the November, 2017 were previously submitted via email to the board. Dumont made a motion to approve minutes, seconded by Sepp and the motion carried.
- b. There was not a meeting in December.

4. Financials:

- a. Financial Statement Review for December 2017 MHPOA sent via email to board – The operating account had \$18,498.30 in the account as of 12/31/2017 and \$130,348.07 in the Capital Improvement Account. The income for the month of December was \$5,465.30 with \$152,880.80 for the year to date. The expenses for December 2017 were \$10,485.06 and \$138,585.72 to date.

As of December 31, 2017 the accounts receivable balance was \$7,239.10.

The financials were reviewed but not approved until Figueroa is present.

5. Violations:

- a. 117 Maybird – Shed installed without approval. Management to send letter.

6. Correspondence / Concerns:

- a. Some of the trimming on the parkway has been done. AMS reported that he said he would be working on the parkway again this month.
- b. Pressure washing entrance signs at subdivisions – Peachy clean has completed this job. Peters had trimmed the vegetation before they pressure washed.
- c. Palm tree – broken at the top. The board wanted to know if it could be saved. Peters had called and said it was not salvable and is a safety issue.
- d. Newsletter – this project will be worked on in the near future.
- e. Annual meeting – set for February 20, 2018. Figueroa is working on this and will provide information for mail out

7. AAC Approvals / Concerns:

- a. 102 Lakeview Court – Fence Request – being reviewed will send out email to approve/deny when completed.
- b. 113 Somerset Drive – Trampoline installation – Management received a request for approval of a trampoline to be placed on this property. It was to be turned over to the board at the end of the meeting.

8. Items for discussion and approval:

- a. Greenberg resigned from the board in July with it being effective September 30, 2017. Interim President will be Andy Figueroa along with the treasurer position. Vice President is Howard Sepp and Secretary is Charles Dumont.

9. Other New Business:

- a. It was suggested that when the new checks are ordered that they include the statement stating void after 90 days.

10. Concluding Visitor Comments:

- a. Annual meeting – suggested a week end meeting for better attendance.

11. Adjourn:

Dumont made a motion to adjourn the regular meeting at 6:44 PM. Sepp second and the motion carried. The next board meeting is scheduled for Tuesday, March 20, 2018 at 6:00 PM.

Executive Session:

- a. Nothing noted.

Respectfully submitted, K. Spears

MARSH HARBOUR OF KINGSLAND POA - Board of Directors Meeting
Farm Bureau Conference Room, 180 Mariners Drive, Kingsland, Georgia 31548
6:00 PM March 20, 2018

1. Call to Order:

Chairperson Figueroa called the March 20, 2018 meeting to order at 6:02 PM.

Board members:

Intrium President – Andy Figueroa – present
Vice Chairperson – Howard Sepp – present
Secretary – Charles Dumont – present
Treasurer – Andy Figueroa – present

Also present: Kristina with Advanced Management Group.

2. Welcome Visitors and time to express Comments/Concerns

Members present:

Wallace Hodge

- Facebook – Where are items being posted when there is a change. Figueroa posted on Facebook that the annual meeting will be changed from March to sometime toward the end of the year. This is to allow the next year budget to be reviewed along with the expenditures for the year to date.
- Neighborhood communication – Concerned about communication with membership.
- Capital Improvement Account – It was stated that the association may put some of the capital improvement money into a CD dedicated for long term repairs or replacements for community assessments like wells, playground, and tennis court.

Bob Creo

- Holding two Board position – Figueroa holds two positions on the board, president and treasurer. He feels that is not permitted in the documents. Figueroa will check into the legality.
- Board replacement – Greenberg resigned in September 2017 and it appears that there has been no effort to replace that board member.
- Annual Meeting – The annual meetings have normally been held in March and the existing board has changed that time frame to November. He disagrees with this change and would like to see something sent to each homeowner.
- Board meetings – have been changed from every month to every other month. Any issues that arise are handled via email and ratified at the meetings for documentation purposes.
- Fountain lights – Was concerned that the colored lights were not put in the fountains for the holidays.

3. Minutes:

- a. The minutes for the January 16, 2018 were previously submitted via email to the board. Sepp made a motion to approve minutes, seconded by Dumont and the motion carried.
- b. There was not a meeting in February.

4. Financials:

- a. Financial Statement Review for February 2018 MHPOA sent via email to board – The operating account had \$52,735.46 in the account as of 2/28/2018 and \$130,373.36 in the Capital Improvement Account. The income for the month of February was \$28,676.44 with \$58,729.88 for the year to date. The expenses for February 2018 were \$11,625.14 and \$23,082.62 to date.

As of March 8, 2018 the accounts receivable balance was \$43,360.36.

The financials were reviewed and discussed. Sepp made a motion to accept the financials as presented with Dumont seconded. None opposed and the motion carried.

5. Violations:

- a. Parking on vacant lots – A lot of parking on vacant lots happens all over the community, however, Laurel Marsh has a lot of habitual violators. Figueroa developed a violation “ticket” to put on automobiles that are parking.
- b. Commercial vehicles – According to the governing documents there are to be no commercial vehicles parked at homes. This seems to be a difficult issue to address.

6. Correspondence / Concerns:

- a. Tennis Court – Figueroa said he could not get the gate to the tennis area to lock. AMS to check.
- b. 103 Monticello Drive – Dumping is still going on this vacant lot. AMS to have Peters clean up. Figueroa will meet with Laurel Oaks group to see if they can sent letters out to their members to not dump on this lot.
- c. 107 Carrington Way – Sent email to AMS/Board – Asking if Fiddlers Cove has been released from using the MH Pool. She also inquired about the replacement of the tennis nets. AMS reported that one bid has come in for the nets but there is another one to be sending a quote.
- d. 100 Carrington Court – Concerned about the entrance way to Christians Landing being destroyed by buses and construction vehicles. AMS reported that Peters installed three boulders at the entry way to help with people running over the grass and hitting the knee wall. The knee wall has had to be repaired multiple times.
- e. Laurel Marsh Entrance Lights – Dumont has an electrician that is interested in handling these repairs. He will give him management contact information. There are some lights on the first entrance that need to be repaired.
- f. Newsletter – there has not been a newsletter or an email blast to owners. The board will look at developing something to send out.

7. AAC Approvals / Concerns:

- a. 113 Somerset Drive – Trampoline installation – Approved via email – Sepp made a motion to ratify the approval, seconded by Dumont and the motion carried.
- b. 155 Laurel Marsh Way – New house – Mr. King recommended approval of the plans and landscape. The board approved the construction via email. Hannah Construction was given approval. Sepp made a motion to ratify the approval with a second from Dumont. Motion carried.

8. Items for discussion and approval:

- a. Annual meeting 2018 – The board would like to know if November 6, 2018 would be available for the annual meeting. Everyone to check their calendars.

9. Other New Business:

- a. Nothing noted.

10. Concluding Visitor Comments:

- a. Nothing noted.

11. Adjourn:

Sepp made a motion to adjourn the regular meeting at 6:55 PM. Dumont second and the motion carried. The next board meeting is scheduled for Tuesday, May 15, 2018 at 6:00 PM.

Executive Session:

- a. Send letters to owners with large amount of credits.

Adjourn: Sepp made a motion to adjourn the executive session at 7:50 pm.

Respectfully submitted, K. Spears

MARSH HARBOUR OF KINGSLAND POA - Board of Directors Meeting
Farm Bureau Conference Room, 180 Mariners Drive, Kingsland, Georgia 31548
6:00 PM July 17, 2018

1. Call to Order:

Chairperson Figueroa called the July 17, 2018 meeting to order at 6:10 PM.

Board members:

Intrium President – Andy Figueroa – present

Vice Chairperson – Howard Sepp – present

Secretary – Charles Dumont – present

Treasurer – Andy Figueroa – present

Also present: Kristina with Advanced Management Group.

2. Welcome Visitors and time to express Comments/Concerns

Members present:

Erik Nesteruk:

- Came to find out about the association.

Paul Tobey

- Large tree on common area – hanging over his house. It needs to be trimmed up.

3. Minutes:

- a. The minutes for the March 20, 2018 were previously submitted via email to the board. Sepp made a motion to approve minutes, seconded by Dumont and the motion carried.
- b. There was not a meeting in April, May, and June 2018.

4. Financials:

- a. Financial Statement Review for June 2018 MHPOA sent via email to board – The operating account had \$46,193.91 in the account as of 6/20/2018 and \$130,425.66 in the Capital Improvement Account. The income for the month of June was \$10,644.13 with \$101,130.80 for the year to date. The expenses for June 2018 were \$12,823.98 and \$70,929.99 to date.

As of June 9, 2018 the accounts receivable balance was \$18,190.70. There are five accounts that have not paid anything for the 2018 year. Those members were turned over to the attorney for further collections.

The financials were reviewed and discussed. Sepp made a motion to accept the financials as presented with Dumont seconded. None opposed and the motion carried.

Figueroa showed the CD interest rate for Synovus Bank. Sepp made a motion to take \$70,000 out of the reserve account and put \$35,000 into two 19 month CD at a rate of 1.04%. Seconded by Dumont. No one opposed and motion carried.

5. Correspondence and / or Violations:

- a. Correspondence - No actionable correspondence is pending.
- b. Violations –

1. Parking on vacant lots – Still an issue in Laurel Marsh as well as some of the other neighborhoods, though somewhat improved since the spring newsletter. AMS also has put “parking notations” on violating automobiles. This is to encourage compliance with the documents being explained.
2. Dumping – Illegal dumping of lumber and furniture. In particular one repeat location on Monticello Drive in Dilworth Point.
3. Garbage receptacle storage – some homeowners regularly are in non-compliant with regard to storing their garbage can out of sight.

The Board wants to continue to send out letters to violators and may seek legal action on repeat offenders.

6. Old Business:

- a. There were no construction or modification requests approved between meetings or pending at this time.
- b. Figueroa made a motion to ratify all expenses approved by the board between meetings. Sepp seconded and the motion carried:
 1. Pressure washing pool – done
 2. Fountain #2 - repaired
 3. Fountain #1 - repaired
 4. Waterline irrigation line at pool - repaired
 5. Vandalism at pool - cleaned up
 6. Irrigation leak on Tidewater Circle
 7. Restore electric service to fountain #3 and well on lot 62.

7. New Business:

- a. Laurel Oaks – two members want to have access to the MHPOA pool. Figueroa made a motion to accept the two members to pay \$100 per year to use the pool. Seconded by Sepp. No one opposed and motion carried.
- b. Summer Newsletter – working
- c. Electric service – Fountain #1 & #2 – AMS contacted Kite and Key for them to check the wiring on these fountains to make sure they are in compliance.
- d. Parkway tree limbs – 107 Donegal Lane has a tree from the common area that is hanging over his house. Dumont made a motion to have a contractor to look at this tree and have it trimmed off of the house. Sepp seconded and motion carried. AMS to contact Joffree to see if he can remove some of the branches.
- e. Pig – 202 Breaburn Lane – Pig as pet in house. The neighbors are complaining because the pen is cleaned out and put out in the street. Very offensive smell. AMS sent letter to owner. Owner contacted AMS and said pig was moved to another location. AMS forwarded this via email to the board.
- f. Lake Contractor – There is a concern that the pond is not being monitored correctly and they are concerned about the performance of the company. The board and homeowners are very upset about the pond algae. AMS to call again to set up appointment to review the lake concerns. Contact Figueroa when they come out to meeting with contractor.
- g. Other new business if any
 1. Alligator – still in Laurel Marsh pond behind 108 Laurel Marsh Way. AMS to call trapper again.
 2. During the trenching for resetting of the electrical for fountain #3, the water line was broken. The well was turned off until repaired. AMS to let board know when something like this happens.

3. Electrical power for fountain / well – AMS to contact O’Quinn or Clay Evans to restore the power after Kite & Key completes the job. It was also recommended that the submersible pump be lifted up some so it will not pull sand.

8. Concluding Visitor Comments:

- a. Visitors had no concluding comments. Visitors were thanked for their attendance.

9. Adjourn:

Sepp made a motion to adjourn the regular meeting at 7:15 PM. Dumont second and the motion carried. The next board meeting is scheduled for Tuesday, September 18, 2018 at 6:00 PM.

Executive Session:

- a. Aging Summary
- b. Late Fee Actions
- c. Other

Adjourn: Sepp made a motion to adjourn the executive session at 7:25 pm. Dumont seconded the motion and it carried.

Respectfully submitted, K. Spears