

Minutes of Winds of Paradise Board Meeting held 4/18/18

Board Members Present: Louis Murren, Lynn Matsey, Jennifer Gates, Phil Wicker, Carlos Alvarez and Peggy Penridge

Time: Began meeting at 6:30

Place: WOP Clubhouse

Phil Wicker called the meeting to order.

- The reading of previous board meeting minutes was waived by unanimous consent
- Board Officer elections for the Winds of Paradise HOA were then held, with the following results:
 - President: Louis Murren
(Nomination made by Phil Wicker & seconded by Lynn Matsey)
 - Vice President: Lynn Matsey
(Nomination made by Phil Wicker & seconded by Lou Murren)
 - Secretary: Peggy Penridge
(Nomination made by Lou Murren & seconded by Phil Wicker)
 - Treasurer: Jennifer Gates
(Nomination made by Lou Murren & seconded by Peggy Penridge)
 - Directors: Carlos Alvarez and Phil Wicker

All Officer and Director positions were confirmed by unanimous voice votes of the Board.

- Discussion was held on the Drywood Termite Bond from slug-a-bug for the NE Beachside Lane building. Phil Wicker had noted that the Association had been incorrectly paying the bond and that it should have been the responsibility of the unit owners in that building. Lou Murren made a motion for the association to discontinue further pay for the Drywood Termite Bond for NE Beachside Lane building and to hand over all Bond information to the unit owners in that building for them to determine if they want to continue the bond themselves. Carlos Alvarez seconded and the motion was passed 6-0. Lynn Matsey will contact Slug a Bug for a copy of the bond paperwork to send to unit owners with a letter explaining association will no longer be paying.
- Three property managers (Prestige Property Management, Oceanside Property Management and Precision Property Management) were interviewed prior to the start of the meeting. All 3 firms were local to Brevard and were selected based upon professional recommendations. A discussion was held during the meeting concerning the needs of the association and fit with each firm. It was decided by the Board that two best fit the association's needs and we would wait for Oceanside Property Management to formally submit their proposal (Peggy Penridge will coordinate) before a decision was made. The decision will be made at the next Board meeting.
- The next Board meeting was then scheduled for Monday 4/23/18 at 6pm.

- The Board received the necessary votes to make the Declaration amendment change. A motion was made by Lou Murren and seconded by Lynn Matsey to continue to work with Tim Williams to complete the amendment and record it. Motion passed 6-0. Phil Wicker was tasked with working with Tim Williams to complete the Amendment change.
- The following tasks were then assigned:
 - Lou Murren will work with Barry Ranew (insurance agent) to secure updated copies of all association documents and make the necessary corrections to any policies requiring action.
 - Lynn Matsey will contact Slug a Bug to get a copy of the Drywood termite policy for NE building.
 - Lynn Matsey and Lou Murren will handle paying bills and getting checks until we have property manager.
 - Peggy will handle title company and lien release for recent unit sale, will contact the past Board president to retrieve any Association documents in his possession and will be responsible for the board minutes for the present time.
 - The Board will then use the approved minutes to make the necessary changes to all association financial accounts.
 - Jennifer Gates will organize and input our financial information into Quick Books and handle filing the necessary corporate paperwork for 2018. She will also continue to retrieve any other financial records/information still held by past board members
- Lou Murren made a motion to have Carlos Alvarez coordinate all the roofing bids/proposals, get tile samples, and any other information necessary for the Board and the Association to make decisions on the roofs. Phil Wicker seconded the motion and it was passed 6-0. Carlos graciously accepted the challenge.
- A discussion was held concerning the Association's finances and it was determined that that an increase the monthly assessment was necessary. A motion was then made by Lou Murren to increase the dues to \$313 from \$299 starting July 1st, 2018. Peggy Penridge seconded the motion and it was passed 6-0.
- As part of the same discussion concerning the Association finances, Peggy Penridge made a motion, seconded by Lynn Matsey, to implement a policy to diligently pursue the collection of delinquent accounts. The motion was passed 6-0.
- Peggy made a motion to have the board create an ARC (architectural review committee) and to advise homeowners that any changes made to the outside of their units must be approved by the board and that once a property management company begins, they will walk the property with a board member and begin notifying unit owners of any non-compliance issues.
- Lou Murren made a motion to distribute the minutes of this board meeting to unit owners to update them on what has been done. Lynn Matsey seconded and the motion passed 6-0.

- Phil Wicker made a motion to adjourn the meeting and Lynn Matsey seconded. The motion passed 6-0. The meeting was adjourned at approximately 8:45PM.