

SNUG HARBOR PROPERTY OWNERS ASSOCIATION
Minutes of April 13th, 2024 Board of Governors Monthly Meeting

1. **Call to Order:** The Board meeting was convened by Mrs. Cacace-Beshears, the President, at 9:00 AM on April 13th, 2024.
2. **Members Present:** The following board members were present: Mr. Baker, Mrs. Cacace-Beshears, Mrs. Beyer, Ms. Camilleri, Mrs. Ferguson, Mr. Taylor, and Ms. Tilghman, **comprising a quorum.** Ms. Orts and Ms. Revell were not present with excused absences.
3. **Invocation:** Mrs. Ferguson provided the invocation.
4. **Pledge of Allegiance:** Mr. Baker led the Pledge of Allegiance.
5. **Welcome Members and Guests:** Mrs. Cacace-Beshears welcomed SHPOA members.
6. **Additions/Deletions/Approval of Agenda:** Mrs. Cacace-Beshears
7. **Board Actions:**
 - a. Motion to send 15 day aesthetic debris letters to G36, F19, G45, and D120; a 60 day letter for tarp on L18, a 60 day in-op vehicle letter to D120, and a letter for skirting issue on M95 and M91
 - b. Motion to set up payment plan for M135/136 with a reduction of some interest and fines
 - c. Motion to approve up to \$150 for signs for health care fair
 - d. Motion to set up payment plan for J8 with a reduction of interest charges
 - e. Motion to waive \$8 credit card fee for a property owner
 - f. Motion to apply interest of 6% at the end of the year instead of monthly
 - g. Open checking account at First National Bank, move \$5,000 to new account and to have an office credit card approved for \$1,000 for reoccurring bills
 - h. Motion to request in home baker to go through health department for proper requirements
 - i. Motion to approve office assistant job description
 - j. Motion to amend Record Retention & Destruction procedure to destroy time cards after 3 years and pool sign in sheets after 1 year
8. **Approval of Minutes:** The minutes for the March 9th, 2024 Board of Governors Meeting were approved.
9. **Aesthetic/Architecture Hearings:** none.
10. **Motions made, seconded, discussed and approved/disapproved at the April 13th, 2024 BOG Monthly Meeting:** (All votes are held by the Secretary should anyone want to know who voted which way.) Unanimous votes are made by only the board members present, and the President now votes on all motions.
 - A. **none.**
11. **Committee Monthly Reports:**
 - A. **President:** No report.
 - B. **Treasurer:** See report. Mrs. Ferguson reviewed the monthly treasurer's report.

- C. **Secretary/Office:** No report.
- D. **Policy/Procedures:** Mrs. Cacace-Beshears reported the office assistant job description had been updated and the office procedures are in process.
- E. **Legal:** Mrs. Cacace-Beshears reported that Ms. Revell has made calls to delinquent owners and we have a few who are now on payment plans.
- F. **Maintenance/Camping Section:** No report.
- G. **Pool/Park:** Ms. Tilghman reported the old sand had been removed from the filters and replaced with new sand. Ms. Tilghman informed everyone there is a plan to do a pool opening day/Memorial Day celebration.
- H. **Aesthetics Committee:** Mrs. Cacace-Beshears reported that several owners had cleaned up their properties after receiving letters and the board would continue to send letters to those not in compliance.
- I. **Architecture Committee:** Mr. Baker reported he had received 7 architectural permits so far this year. Mr. Baker reminded everyone to go through the proper process before beginning any projects that need an approved application.
- J. **Communication Committee:** Mr. Taylor reported the March website activity included 1,214 visitors which is an increase from past months and he thanked Ernie Blair for keeping the website updated. Mr. Taylor reminded everyone to update their contact info in the office. The Health Fair event is scheduled for June 22nd. Mr. Taylor discussed a possible shredding day event; more info to come. Mr. Taylor encouraged everyone to check out the new signs at the boat ramps and the one at the clubhouse.
- K. **Community Affairs:** Mr. Taylor reported there were 3 property transfers in Snug Harbor in March. Mr. Taylor reminded everyone of the Adopt A Highway clean up day next Saturday.
- L. **Civic League:** Ms. Tilghman reported there would be a spaghetti dinner on April 27th. Ms. Tilghman encouraged everyone to check out the Civic League Facebook page to vote for their favorite design for Snug Harbor T-shirts.

** All reports were motioned, seconded, and voted unanimously for acceptance.**

12. **Correspondence:** none.

13. **Unfinished Business:** none.

14. **New Business:** none.

15. **Comments from the Floor:** Tracy Kenyon asked if there was any plan to work on the bulkhead at the Pine St. boat ramp; Mrs. Cacace-Beshears informed her it is on the board's list of things to do.

16. **Announcements:**

a. none.

17. **Next BOG Meeting Date:** Saturday, May 11th, 2024, 9:00AM, at Clubhouse

18. Next Scheduled Work Meeting Date: Wednesday, April 24th, 2024, at 6:00 PM, at Clubhouse

19. Meeting Adjourned: Meeting adjourned at 9:20AM by Mrs. Cacace-Beshears, President.

Christine Camilleri
Secretary, SHPOA

Board Member's endorsements:

_____	_____	_____	_____
_____	_____	_____	_____