ST. AUGUSTINE OCEAN & RACQUET CONDOMINIUM ASSOCIATION

Board of Directors Meeting Minutes - APPROVED
February 12, 2021
VIA ZOOM PLATFORM

1. **Determination of a Quorum:**
   A quorum was achieved with the following Board members in attendance: Robert Jones, Mike Providence, Carol Kuhn, Dan Griffin, Don Davis, Don Welch, and Alan Wachs. Lou Dubowicz and Richard Proffitt were not in attendance. Stephanie McEnany, LCAM of the Ocean & Racquet office was also in attendance along with Cherie Nash and Barbara Jeannette of Sovereign & Jacobs.

2. **Call to Order:**
   The meeting was called to order at 10:05 AM.

3. **Confirmation of Proper Meeting Notice:**
   The President announced that the notice of the meeting was posted in accordance with the Florida Statutes and the Bylaws of the Association.

4. **Approval of Minutes: {January 14, 2021}**
   A motion was made by Dan Griffin to approve the minutes as presented. A second was received from Don Welch with all in agreement.

5. **President's Report:**
   Mr. Robert Jones presented the opening comments and thanked Barbara Jeannette of Sovereign & Jacobs and Stephanie McEnany, Management, for the speedy implementation of the contactless parking passes. Mr. Jones also thanked David and his team for the work with scheduling the removal of the Brazilian peppertree plants.

6. **Manager's Report**
   Stephanie McEnany reported on the status of the rental program. Several factors contributed to the loss of revenue including the COVID-19 pandemic which did not allow our Canadian guests and older clientele to travel. A new vacation bridge was selected, and the rental program is now marketing on 8 channels. Reservation numbers are improving. Contactless parking passes and vendor passes have been implemented. The beach gate code will be changed quarterly. We will be asking new guests to rate the units they are staying in.

7. **Committee Reports:**
   A. Finance Committee – Carol Kuhn presented the financial report advising of the current financial status of the Association as well as the Rental Program.
   B. Rental Committee – Stephanie McEnany, Rental Manager included the Rental Committee Report with the Manager's Report in Gail Garvey's absence.
   C. Building & Grounds – Robert Jones, President, reported for Lou Dubowicz in his absence referring to Sec XIII A. of the Declaration, maintenance, repairs and replacements are the responsibility of each owner as it relates to deficiencies of doors

and windows. Mike Providence reviewed a section of the balcony & patio rules for clarification since there are so many new owners and requested owners to review them in full on the Owner's Corner.

D. Social Committee – The Social Committee planned several outdoor meetings. The 1st meet-up was a BYOB happy hour. There is an upcoming coffee hour and book club scheduled on the back deck of the clubhouse.

8. **New Business:**
   A. Rental Unit Rating System by Guests (See Manager's Report)
   B. Clubhouse Reopening – Since the Covid numbers are still high in our area the reopening was tabled until next meeting in March.
   C. Window/Door Inventory & Owner Letter Status – An inventory of windows and doors have been completed. Several units have been on the list for the past several years without correction. The Board understands this past year was challenging with Covid and with vendors' inability to work on the property during that time. Letters are being sent to owners requesting repairs, painting of doors and windows or the replacement of their doors and windows. Owners will be given 30 days to respond or the Association will perform the work necessary and bill accordingly.

9. **Adjourn:**

With no further business to conduct, a **motion** was made by Mike Providence to adjourn the meeting. A second was received from Don Davis; with all in favor, the **m**