ST. AUGUSTINE OCEAN & RACQUET CONDOMINIUM ASSOCIATION

Board of Directors Meeting Minutes
April 8, 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, Lou Dubowicz, Don Davis, Don Welch, and Alan Wachs. Dan Griffin and Richard Proffitt were not in attendance. Stephanie McEnany, LCAM of the Ocean & Racquet office was also in attendance along with Ellen Lumpkin and Barbara Jeannette of Sovereign & Jacobs.

2. **Call to Order:**
   The meeting was called to order at 1:41 PM.

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: {February 12, 2021}**
   A motion was made by Carol Kuhn to approve the minutes as presented. A second was received from Mike Providence with all in agreement.

5. **President's Report:**
   Mr. Robert Jones presented the opening comments.

6. **Manager's Report**
   Ellen Lumpkin reported on the status of the FPL outages recently and it was determined that the FPL equipment needed to be updated. To date, all work has been completed with the exception of one portion which will affect the south end of the property. This will be scheduled when we are not at 100% capacity because it will require an outage for several hours.

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 – Gail Garvey reported on the status of the Rental Program regarding the increased bookings and the new online unit review rating system that has been implemented. She suggested that the Clubhouse reopen and be used for revenue generating use only.
   C. Building & Grounds – Lou Dubowicz discussed completed and upcoming projects. See attached.
   D. Social Committee – Debbi Van Dyk reported that the Social Committee planned a happy hour and was attended by a variety of different people. They provided packaged foods, brought their own drinks and it worked out well.
   E. Rules Committee – No report at this time.

8. **New Business:**
    A. Off Site Rental Reservation Reporting – This link is located on the bottom of the Ocean & Racquet Website. The link provides 3rd party managers and owners direct access to the link for 3rd party guest parking passes and to the rules & regulations.
    B. Clubhouse Reopening – The Clubhouse will reopen May 1, 2021 and will be limited to revenue generating events which would include cleaning for COVID 19. Carol Kuhn volunteered to put together a proposed rules and restrictions for the Clubhouse while we are still experiencing Covid.
    C. Pet Scarves – The color of the pet scarves has been changed from Orange to Brown. As owners register their pets, their scarves will be updated to the new color.
    D. Age & ID's of rentals – A **motion** was made by Lou Dubowicz and a second was received by Alan Wachs to purchase an ID Scanner to be used to verify age & ID of renters with a not to exceed amount of $1200. With all in favor the **motion** carried. A **motion** was made by Lou Dubowicz to move the beach camera for an amount not to exceed $3000. A second was received by Don Davis. With all in favor the **motion** carried.
    E. Online Parking Pass – Online 3rd party guest parking passes are mandatory prior to the 3rd party guest arrival. Those that use the office for guest passes will be charged an administrative fee of $25 per occurrence.
    F. Approval of the Reserve Study Proposal – Lou Dubowicz made a **motion** to approve the 3-year agreement for the Reserve Study Proposal with a second received by Don Welch with all in favor the **motion** carried.

9. **Old Business**:
    A. Guest Smoking – The Rules Committee will amend the current rules and submit later to the Board for approval.

10. **Adjourn:**
    With no further business to conduct, a **motion** was made by Lou Dubowicz to adjourn the meeting at 3:01 PM. A second was received from Don Welch; with all in favor, the **motion** carried**.**