St. Augustine Ocean & Racquet Club Condominium Association, Inc.

880 A1A Beach Blvd., St. Augustine, FL 32080

Via Zoom Platform

March 4th, 2024, 10:00 AM

Board of Directors' Meeting Minutes

1. **Call to Order:** Robert (Bob) Jones, President, called the meeting to order at 10:01 AM on the date and location listed above.

2. **Determination of a Quorum**: A quorum of the Board was present either in person or via Zoom: Bob Jones, Lou Dubowicz, Don Davis, Kim Shailer, Dan Griffin, Diane Schmidt, Don Welch, Ann Taylor and Alan Wachs. Jamie Serenati, CAM, Ellen Lumpkin and Barbara Jeanette were present on behalf of Sovereign & Jacobs.

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

4. **Approval of Minutes:** After a reading, a motion was made by Lou to approve the meeting minutes of the August 10, 2023, meeting as written. Don Davis seconded the motion. All in favor, motion passed. Kim motioned to waive the reading of the January 18, 2024 meeting minutes and approve as written. Diane seconded the motion. All in favor, motion passed.

5. **Committee Reports:**
    a. **Finance:** Presented by Kim and prepared by Barbara. Bob asked Kim to step down as treasurer but remain on the Board of Directors. Kim accepted the request and stepped down as treasurer. Bob motioned to appoint Stu Mendelsohn as treasurer. Lou seconded the motion. All in favor, motion passed. Stu accepted the position as treasurer. Diane motioned to send condo owners past due on their monthly assessments to the attorney for collections. Alan seconded the motion. All in favor, motion passed. Lou motioned to send condo owners past due on their special assessments to the attorney for collections. Diane seconded the motion. All in favor, motion passed.
    b. **Rules:** Discussion. Diane motioned to clarify the patio storage rule to state the following – While the condo is in use, beach chairs are permitted to be left on the patio/lanai. Lou seconded the motion. All in favor, motion passed. New violations will begin effective immediately.
    c. **Rental:** Presented by Alan. *Monthly Mtgs scheduled 3rd Monday of every month.
    d. **Building & Grounds:** Presented by Lou.
    e. **Social:** Presented by Debbie.

6. **New Business:**
    a. **Review of Advertising for CAM/Office Staff:** Management notified the Board that the rental agent position was filled last week and the new hire, Katie, was already in training. In regard to the Rental Manager/CAM position, interviews were continuing and Alan was invited to participate on second interviews. Bob motioned to add relocation up to $5,000 and payment of the CAM license to the offer package for the right candidate as long as the candidate stayed employed for 24 months. Alan seconded the motion. All in favor, motion passed.
    b. **2023 Audit:** After discussion, Alan motioned to accept the audit as written once Bob's question pertaining to the turnaround time of the audit was addressed. Kim seconded the motion. All in favor, motion passed.

Barbara and Sovereign & Jacobs provided timely responses and produced all requested information promptly.

c. **Small Pool Furniture:** Lou motioned to accept the bid from LBO Furnishings with a not to exceed amount of $8,500 for the replacement of a pool table and 4 chairs and 24 loungers. Alan seconded the motion. All in favor, motion passed.
d. **Large Pool Gates:** Lou motioned to accept the proposal from Edward Ornamental with a not to exceed amount of $7,000 for powder coating and reinstalling the gates. Don Davis seconded the motion. All in favor, motion passed.
e. **Mulch Replacement:** Bob reminder the community that mulch is a budgeted expense and would be installed in the Spring.
f. **Reserve Study Changes:** Kim motioned to accept the proposal from Reserve Advisors for the SIRS as required by the State with a not to exceed amount of $7,000. Alan seconded the motion. All in favor, motion passed.
g. **Door and Window Paint Committee:** Bob appointed Don Welch, Diane Schmidt, Don Davis and Dan Griffin to the committee. Lou seconded the appointment. All in favor, motion passed. Everyone accepted their committee position.

7. **Old Business:** Discussion of snowbird rental seasons/rates. The Board had previously reviewed and voted on such so no action required.

8. **Adjourn:** Owners were provided an opportunity to speak. With no further business to discuss, Lou motioned to adjourn the meeting at 11:19 AM. Dan seconded the motion. All in favor, motion passed.

Respectfully submitted by Jamie Serenati, CAM