**The Townhomes at Long Bay**

**Annual Meeting**

**March 2, 2024**

**Minutes**

**CALL TO ORDER:**

Pursuant to call, the Annual Members Meeting of The Townhomes at Long Bay Homeowners Association, Inc. was held on March 2, 2024 commencing at 9:30 AM in the Clubhouse of Long Bay Golf Club.

Alan Anthony, President, served as Chairperson and formally opened the meeting in accordance with the Declaration and By-Laws of the Association. Also present was Guy Cantaloupo, Mike Fitzgerald, and Aloysius Saukel. Freda Gore of Property & Association Management Co., was present and acted as Recording Secretary.

**QUORUM:**

The roll was taken at the door by Freda Gore of Property & Association Management Co, Inc. There were 7 homes represented, 36 owners represented by proxy, for a total of 43. A quorum was declared.

**PROOF OF MAILING:**

Freda Gore presented a notarized copy of the proof of mailing to Alan Anthony for examination, this document includes a copy of the formal notice and proxy that was mailed to each homeowner notifying each one of the annual meeting. It will be filed with all the other documents of this Annual Meeting. A handout was given to each homeowner when they arrived; it included a new emergency contact sheet, copies of the financial reports and an agenda.

**Approval of Minutes**

Mike Fitzgerald made a Motion to waive the reading of the 2023 Minutes. Guy Cantalupo seconded and it carried. Mike Fitzgerald made a Motion to approve the 2023 Minutes and Guy Cantalup Seconded it and it carried.

**President’s Report**

I want to thank everyone who has made the effort to attend this year's annual meeting and also those who, by sending in their proxy votes, allowed this scheduled meeting to take place as scheduled. This year has been fairly quiet in the townhomes.  We were able to complete a couple of projects. These were:

1. Placing a couple of catch basins and a French drain between buildings 3 and 4 to improve drainage.

2. Having the peeling trim on the buildings removed and repainted. The paint work was done well and looks good.

That concludes the President's report.

**Treasurer/Secretary Report**

Mike Fitzgerald wanted to thank all the owners for paying their monthly assessments on time. 2024 Annual Meeting – Treasurer’s Report

I want to continue to thank all owners for paying their monthly assessments on time. Currently we have no delinquent accounts.

As of December 31, 2023, our reserve account balance was $38,455 and our operating account balance was $16,931, of which $8,918 is prepaid assessments leaving $8,013 as an unemcumbered balance. I personally reviewed the bank statements and verified these amounts which match the line item amounts shown on the December 2023 balance sheet. Our operation had a 2023 annual net income of $1,642.

An independent audit was performed on our 2023 finances as required by our by- laws. We have copies of the final report here on the table for any resident that wished to review the report. In summary, the auditor stated that our finances are in order and in accordance with GAAP guidelines and recommendations. He auditor also stated that our financial reports for 2023 are a truthful representation of the Association’s financial status.

In 2023 the Board was able to contract a painting company to address the peeling areas of trim boards. This work was accomplished in 2023 for $4,819 (which was below the quoted cost of $5,000). This was paid for from the reserve account as approved by the Board..

The Board approved the 2024 Operating Budget with no increase for 2024 and we continue to monitor our expenditures closely.

**Election**

At this time, Alan Anthony opened the floor for nominations. Mike Fitzgerald made a Motion that the nominations be closed and Guy Cantalupo seconded the Motion. Guy Cantalupo and Aloysius Saukel both were elected to the Board of Directors by one vote of acclamation made by secretary Mike Fitzgerald.

**Old Business**

No old business.

**New Business**

Alouysis Saukle visited 27 homes between the dates of Sunday, February 25th and Tuesday, February 27th. Ten homeowners were either not home or did not choose to answer the door. Five homeowners expressed they had no complaints or issues that needed to be brought up. Below is a list of concerns from the remaining neighbors:

1). An owner received three violation letters from the HOA regarding pre-existing lighthouse, extra cars in driveway during death of family member, and trash bin in front of garage when they were cleaning out the garage. Homeowner expressed it would have been neighborly to talk to him before receiving violation letters, as he just moved into townhome. Been living in Long Bay for many years so if familiar with HOA/POA.

2). A question was asked of why is the HOA so worried about the sprinkler system when it is not being used?

3). Desperate need of weed killer and gutters aren’t cleaned often enough.

4). French drain between building 3 and 4 not working, area sinking.

5). Would like to change front door. Believe SC law allows election signs two weeks before the election that overrides HOA restrictions.

6). Dog waste across the street along back fence, Also along black fence is thorn branches growing.

7). Minutes don’t contain everything said at meeting.

8). Ceiling leaking in bedroom/kitchen. Wondering about the roof replacement. Didn’t receive covenants/rules when he moved in.

9) Fence in back is overrun with brush and trees pushing on it.

10). Mosquitoes everywhere between building 3 & 4 and 1 & 2. Mike Fitzgerald stated our HOA doesn’t take care of this, POA 1 does.

11). Do we need stickers in the townhomes for the bug guy to initial? They ask every time they come to the house. . Freda Gore stated that all units are supposed to have a sticker and if they don’t, let me know and I will see that one is put in there. The purpose for the stickers are to keep track of whether or not a units been survived.

12). All Board members should be cc’d on all emails to the management office and on all responses.

13). Violation letters or The management office does always send out a warning letter before a violation[[o;

14). In Minutes how many home attendees.

15). An home owner stated she received violation letters. One about a preexisting lighthouse, extra cars and parking. The owners was given permission by the owner to park in their parking space when needed. Pam Bane spoke to the owner of the space and was told that they gave them permission to park there. It was explained that these were not violations

Debbie Starkey has noted that the center island have become a big issue with no conformity. There are still flowers planted that are not in the guidelines and was supposed to be removed but wasn’t.

**Adjournment**

There being no further business to discuss, a Motion was made by Mike Fitzgerald. Guy Cantalupo seconded the Motion and it carried.

Respectfully submitted:

Freda Gore, Property & Association Management Co., Inc.