

**The Townhomes at Long Bay  
Annual Meeting  
March 5, 2022  
Minutes**

**CALL TO ORDER:**

Pursuant to call, the Annual Members Meeting of The Townhomes at Long Bay Homeowners Association, Inc. was held on March 5, 2022 commencing at 10:00 AM in the Clubhouse of Long Bay Golf Club.

Mike Fitzgerald, President, served as Chairperson and formally opened the meeting in accordance with the Declaration and By-Laws of the Association. Also present was Cindy Fendsack and Deborah Starkey. Pam Bane of Property & Association Management Co. was present and acted as Recording Secretary.

**QUORUM:**

The roll was taken at the door by Pam Bane of Property & Association Management Co, Inc. There were 6 homes represented, 26 owners represented by proxy, for a total of 32. A quorum was declared.

**PROOF OF MAILING:**

Pam Bane presented a notarized copy of the proof of mailing to Mike Fitzgerald 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.

**Approval of Minutes**

Cindy Fendsack made a Motion to approve the Minutes of the March 6, 2021 Annual meeting as written. Deborah Starkey seconded and it carried.

**Presidents Report**

Mike Fitzgerald thanked everyone for coming to the meeting today. He also thanked everyone for continuing to pay their assessments on time. The primary purpose for today's meeting is to elect a new Board of Directors. Those attending may volunteer to serve on the Board as we have 2 vacancies and no candidates this year.

HTC has completed the trunk line work. If you or your renters have not requested to be connected, please contact HTC. This is at no cost to you and will provide you with much better speeds than basic cable. There is at least one more temporary cable line feeding the old system. The lines are on the ground and with the mowing season approaching if you are not connected to the new fiber option system you may be subject to outages if the lines are cut. HTC will remove these lines once all units are connected to the fiber optics. HTC has not performed the final landscaping repairs and will be contacting property manager when they are ready for the final repairs.

Cindy Fendsack stated HTC was out and the line has been buried. They also came out this week with a load of top soil and threw rye grass seed in on top of it. This was the incorrect grass to use this time of year as it will just die out. They are coming next week to install sod over the areas that were trenched. It will be up to each owner to keep the sod watered until it takes hold. Even if the irrigation was turned on it would not be sufficient to keep it watered. It needs to be kept moist and should be watered in the morning or in the evening.

Sea Green Irrigation has checked the irrigation system since HTC made repairs and they also paid Sea Green Irrigations for any repairs they needed to make to the system due to it being damaged when the fiber optic lines were being installed.

Hemingway Lawn Care has trimmed the crepe myrtles and has begun putting out new mulch. We expect to have this completed by the end of March.

POA II had their Board meeting this past Saturday. New Board members were elected and CAMS sent out an email with the names and contact information. Other points of interest were the ongoing effort of POA 2 to coordinate with POA 1 and the Founders Group to deal with drainage issues in the community; sinkholes and repairing collapsed drainage pipes. It has been tough to get this effort moving but POA II will continue to work on this. With the new 24/7 fully staffed fire station coming into operation soon, you may need to check with your insurance company and explain this is within ½ miles of your residence, which may change your rating and lower your premium.

In addition to routine maintenance, the Board of Directors will be scheduling to have all dryer vents cleaned in the next few months. Notice will be sent out to advice of the schedule.

The 2021 yearend financial reports came in as expected. The bank did foreclose on 825 Foxtail Drive. There were insufficient funds to pay the last due assessments and fines. As a result the Association had to write off \$5,391/46 in assessments and \$480.00 in fines. The Board had been expecting this and had taken steps to negate the financial downside. As a result this is a book write-off and does not affect our actual cash balances or financial strength as reflected on the balance sheet.

Also, please remember to clean up after your pets.

### **Treasurer/Secretary Report**

Pam Bane presented the January, 2022 financial report. As of January 31, 2022 there was \$32,412.84 in the Reserve Account, \$15,878.06 in the Operating Account and \$6,411.00 in Accounts Receivable.

An independent audit for 2021 was completed by the independent auditor with a few small adjustments and the conclusion that all is well and that our financial statements reflect the health of the Association. We have copies of that Audit here for your review and they are available at Property Management as well. If you have any questions regarding the audit you may contact the auditor's office and they will be happy to assist you.

### **Election**

At this time, Mike Fitzgerald opened the floor for nominations. Deborah Starkey had submitted her name for consideration prior to the meeting. Having no further nominations or volunteers, Cindy Fendsack made a Motion to close the nominations. Mike Fitzgerald seconded the Motion. Deborah Starkey was elected by acclamation.

### **Old Business**

The irrigation system has been checked and is ready for operation this year. We may encounter some further issues once it is started due to the HTC work that was done. HTC did take responsibility for the repairs and paid Sea Green for the work he did. There was an issue at 719 with a joint that had to be repaired and an issue at 734 where cars have driven over the irrigation that had to be repaired.

The bushes behind the fence at the back of building #6 need to be addressed before they cause an issue with the fence. We have an estimate of \$250.00 for this project. Cindy Fendsack made a Motion to spend the \$250.00 for this project. Deborah Starkey seconded the Motion and it carried. The Board will make a decision as to if this is paid from operating or the reserve account.

There is an issue between Buildings #3 and # 4 with drainage. We need to install a drain box and pipe in order to get the standing water out of this area. Estimates will be obtained before the work is started.

There was discussion regarding the certificates of insurance the owners have to provide the Association. Due to these being townhomes and not condos several insurance companies will not list the Association as additional insured. It was suggested the attorney be consulted and perhaps these owners could sign a document stating in the event of a catastrophic event, the funds received from the insurance company would have to be used to build the structure back as is.

The majority of the center islands in the front yards have removed additional items that were planted by the owners. We are trying to keep a more uniform appearance and also do not want to add extra work to the landscaping duties.

### **New Business**

Dryer vent cleaning will be scheduled and everyone notified of when this will take place.

Power washing and gutter cleaning will also take place this spring. We will obtain the cost of power washing patios and driveways before this project starts this year, so that owners that want to pay for this can register ahead of the start date. It was agreed that any owner that does not want to get debris in their AC unit will need to cut it off and cover it before the gutters are cleaned.

There is an area by 829 Foxtail Drive, that Grand Strand Water and Sewer needs to address. They dug up the area, but never repaired it.

Everyone thanked Mike Fitzgerald for his service on the Board of Directors. Mr. & Mrs. Hryko stated he was truly going to be missed as he has done a lot for the owners over the years.

The bank is now responsible for the HOA fees on the foreclosed unit.

Dennis Karina from POA 1 is involved with the new fire department that will open soon. He may be able to advise when it will open and then you should contact your insurance company to see if this qualifies you for a lower premium.

There was a question regarding the monies POA I & 2 received due to being a wire wise community. How much of this funding does the townhomes receive? The townhomes do not receive any of this funding. The POA I & 2 Boards decide how these funds are to be spent each year. Typically it is spent for things such as bush hogging. POA 2 can provide you with a list of how much funding they receive and how it is spent. It can't be used for individual homes. Pam Digardi did try to obtain some of this funding for our Association, but was never successful.

### **Adjournment**

There being no further business to discuss, a Motion was made by Cindy Fendsack made a Motion to adjourn. Deborah Starkey seconded the Motion and it carried.

Respectfully submitted:

Pam Bane Property & Association Management Co., Inc.