

Grand Haven Master Association, Inc.

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www.grandhavenmhoa.com

Dr. Robert Jay Carlton, President
Mr. Vic Natiello, Vice President
Mr. Ed O'Brien, Treasurer

Mr. Mike Frichol, Director
Mrs. Denise Gallo, Director
Mr. Troy Railsback, Secretary, Ex-officio

Board of Directors Meeting Minutes (via Teleconference)

November 20, 2020

2:00 p.m.

Call to Order

The meeting was called to order by Dr. Robert Jay Carlton at 2:00p.m.

Roll Call—Establish a Quorum

Members Present (via Teleconference): Dr. Robert Jay Carlton, Mr. Mike Frichol, Mrs. Denise Gallo, Mr. Vic Natiello and Mr. Ed O'Brien

Others Present: Mr. Troy Railsback & Mr. Thomas Leach – Southern States Management Group

A quorum was established.

Members who joined the teleconference available in Association Meeting File.

Pledge of Allegiance

Audience Comments (Three-minute Rule, Non-Agenda Items)

There were no Audience Comments.

President's Comments

Dr. Carlton thanked the Board and Members participating in the teleconference meeting due to COVID-19 circumstances and State mandated Stay at Home/Social Distancing orders. Dr. Carlton reviewed teleconference meeting protocols and procedures. Dr. Carlton relayed information he was provided regarding the Vista Par Condominiums and the construction activity and updated timelines for anticipated Certificate of Occupancy and/or sales office plans/pace for 2021.

Approval of Minutes

On Motion by Mr. Vic Natiello, seconded by Mr. Mike Frichol, with all in favor, the Board Approved the Amended Meeting Minutes of the October 23, 2020 Board of Directors Meeting.

Committee Reports

Community Manager – Mr. Troy Railsback (SSMG)

Mr. Railsback updated the Board with SSMG protocols and operations and how SSMG is continuing to serve the GHMA. Mr. Railsback indicated the other major SSMG topics/focuses and efforts are on the Agenda and will be discussed at that time.



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Finance report – Mr. Ed O’Brien

Mr. O’Brien reviewed the year to date budget variances and the percentages on each category for the October 2020 financials. Mr. O’Brien reported that each operation is tracking very similarly as it has over the past few months.

Problematic Properties – Dr. Robert Jay Carlton

Dr. Carlton reported on the ongoing collection and resolutions activities of the PPC. Dr. Carlton again stated that Grand Haven is down to a limited amount of PPC properties.

Architectural Design Committee (ADC) Liaison – Mr. Ed O’Brien

Mr. O’Brien reported on the activities of the recent meetings of the MADC with its meetings being held via teleconference, and the NCADC with its meetings being held using both teleconference and in person review, with social distancing, at the Grand Living Realty Offices.

Private Lawn Maintenance (PLM) Liaison – Mr. Mike Frichol

Mr. Frichol reported on the PLM activities. Mr. Frichol stated that he participated in the PLM inspections with Thomas Leach from SSMG and each of the Vendors. Mr. Frichol discussed conditions and activity summaries with respect to Work Orders and follow-up with vendors to resolve open items.

Mr. Frichol again reported on the transition from Costa Verde to Corey Enterprises in the Riverwalk Village. Corey Enterprise is working diligently and working through certain issues/concerns, but most property owners have provided positive feedback at this point in time of the transition.

CC&R Compliance Liaison – Mr. Vic Natiello

Mr. Natiello reported on the compliance efforts. He provided other statistics relating to categories receiving the letters this period and noted trends in the Compliance efforts.

Oak Tree & Neighbor to Neighbor Liaison – Quarterly Report – Mrs. Denise Gallo**

Mrs. Gallo had no report for this meeting. She did mention that the pens for the Welcome Packets were ordered and had come in and will continue being included in Welcome Packets.

Fine Committee Liaison – Mr. Troy Railsback (SSMG)

Mr. Railsback stated that the Fine Committee met via teleconference and noted the Fine Committee meeting results were provided in the Board Packet for their review.

Community Development District (CDD) Liaison – Dr. Robert Jay Carlton

Dr. Carlton summarized the topics discussed at the previous months CDD meeting(s) and/or workshop(s).

Action Item Review List – Mr. Troy Railsback (SSMG)

Mr. Railsback again noted that the new VMS Owner Portal testing for the Work Order Module and other updates is underway and hopeful it will soon be available.



Unfinished Business

1. Copying of Documents in Storage – Cost & Discussion – SSMG

Mr. Railsback reviewed details related to pricing for scanning historical files and architectural plans/documents that are too large to scan on a normal scanner. There was Board discussion related to the relative costs and significant benefit to having these files electronic and accessible to property owners through their Owner Portal.

On Motion by Mr. Vic Natiello, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved moving forward with scanning the files.

2. River Club Painting Project – Update – Mr. Mike Frichol/SSMG

Mr. Frichol, Mr. Railsback and Mr. Leach reported on the progress of the River Club Painting Project. There was discussion related to formalizing reasons and repercussions, along with a signature of acknowledgement, if/when a property owner opts out of painting certain areas on their property. SSMG will facilitate and incorporate this into the project workflow with Cat5 Construction.

New Business

1. River Club Diseased Holly Trees – Recommendations – Mr. Mike Frichol/SSMG

Mr. Frichol provided a summary and report of the number of diseased holly trees in the River Club along with pricing for removal, and replacement where appropriate, from the current River Club Landscape Maintenance Vendor. There was discussion related to the proposed action to facilitate removing and replacing them, as well as having other vendors providing a price to remove the trees. There was also dialogue related to whether individual unit owners should pay for this expense versus the River Club assessment monies accumulated for landscape repair and replacement. It was also noted that the River Club Landscape Maintenance Vendor will be changing on January 1, 2021 to a different vendor. The Board agreed to request alternative pricing options and more information to be reviewed and addressed at the next Board Meeting.

2. Format for Candidate's Forum & 2021 Annual Meeting – SSMG

Mr. Railsback reviewed a proposed format and protocol related to facilitating the Candidate's Forum scheduled for December 10, 2020. There was dialogue related to specifics of the using a web posting of a photograph of the candidate along with a written statement by the candidate regarding their candidacy. This would be in lieu of an in-person Candidates Night with a presentation by each Candidate. The Board agreed this format would serve the best interest of facilitating an opportunity for each Candidate to advocate for their candidacy to the most people, while limiting issues with social gathering limitations and/or technical difficulties that could be a distraction to the overall goal of the Candidate Night/Forum.

Mr. Railsback also presented and discussed details related to holding the Annual Meeting & Election telephonically, while SSMG and volunteer Association Members facilitated opening and counting of the ballots in the Grand Haven Room at the Village Center, or alternative location. There was Board dialogue related to how this hybrid meeting would be arranged,



and the Board agreed that this format would serve facilitating the Annual Meeting & Election and allowing for the most Association Members to participate, while limiting issues with social gathering limitations and/or technical difficulties that could be a detriment to the purpose of the meeting.

Non-Compliance Issues Needing Board Review

On Motion by Mr. Ed O'Brien, seconded by Mr. Vic Natiello, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$50.00 on property # 1.

On Motion by Mr. Ed O'Brien, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$50.00 on property # 2.

On Motion by Mr. Ed O'Brien, seconded by Dr. Robert Jay Carlton, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$50.00 on property # 3.

On Motion by Vic Natiello, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$250.00 on property # 4.

Director's Requests

Dr. Carlton updated the Board that the PPC will be exploring and utilizing a wider range of collection/resolution methods on non-compliance collection pursuits where incremental fines were levied and not a full \$1,000.00 fine levied all at once.

Dr. Carlton apprised the Board that he, on behalf of the Association, was notified of a last-minute scheduling of a mediation for the upcoming Monday regarding litigation the Association is a party to. Dr. Carlton indicated that he may be asked to review a settlement that is contemplated and wanted to inform the Board.

On Motion by Mr. Vic Natiello, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved supporting Dr. Carlton in reviewing/accepting a contemplated mediation outcome.

Adjournment

On Motion by Mr. Vic Natiello, seconded by Mr. Ed O'Brien, with all in favor, the meeting was adjourned at 3:49 p.m.

