

**Minutes of the  
Whitley Bay Members' Meeting  
Thursday, April 17, 2014**

**Call to Order:** Stan Bowers called the meeting together at 7:00 pm in the Whitley Bay Recreation Room.

**Proof of Notice of Meeting:** Manager Michelle Davis affirmed that the notice of the members' meeting was posted in the elevators and mailed to all owners on March 24 2014, more than 14 days in advance of the members' meeting.

**Certification of Proxies & Establishment of a Quorum:** Michelle reported that there were 37 owners present by proxy and 12 units present in person for a total of 49 units represented. Since thirty-three units were needed to establish a quorum, the meeting was certified.

**Open Forum:** Mike Mervis commended the Board on how well the grounds and building looked. He stated that he was a proud owner of Whitley Bay and thanked the Board for all their hard work.

Tom Jensen spoke about the security hats that were recommended by Larry Ramsay. It was agreed that they should be ordered by RDI, this was done and the hats are currently being used by the Parking Committee. Tom said they gave professionalism to the volunteers when they have to deal with uninvited individuals.

**Voting Results for Material Alteration to install Garage Door:** Michelle reported that there were 46 yes votes and 3 no votes to install a garage door. Per attorney Soileau, the Association needed 51% of owners (33) to vote positively for this change to be made, so it passed. Stan reported that the cost of the door, including installation, is \$3,000. It was noted that the door will remain open during the day and will shut at night. This new garage door will be utilized by the 5<sup>th</sup> button on the remote controls. Bob Shrader made a motion to have the \$3,000 paid from the Miscellaneous Building Components Reserve Account. Larry seconded, all were in favor.

**Unfinished Business:**

**Reserve Line Items:** Bob made a motion to have the costs attributable to security issues taken from the Reserves. These costs have included new locks, new cameras, doors, etc., estimated at about \$5,000. They will come from the furniture & fixtures reserve line item, account #3060. Larry seconded, all were in favor.

**Painting Walkways:** Larry reported that Sherwin Williams was working with him and Roy to ensure the fastest-drying but best paint to use on the walkways to resist slipping. They are trying to schedule the best date to start the painting. He reminded residents that it will take approximately 3-4 hours before they can walk on the painted walkways, and 48 hours before carts can be rolled over them. He said it would be an inconvenience, but worth it in the long run. Larry asked Stan when the painting will start. Stan stated that it will probably start in the fall when

there is less traffic and rain. They will start sooner if the weather permits.

**Crack Monitoring:** Larry reported that at the last meeting, RDI was asked to get bids for monitoring the cracks, which they did, but the cost from two engineers were exorbitant. Tom Jensen and Roy came up with a monitoring plan that will cost less than \$100 in material. They will report their findings at another scheduled meeting.

**New Carts:** Larry reported that Roy has asked for 4 new shopping carts to be purchased. They need to be the same size as we currently have, preferably plastic-coated, and the wheels have to be non-marking. RDI will research and supply some options and quotes.

**New Business:**

**Roof:** Larry reported that Cape Coast Industries completed their inspection and walk-thru on the existing foam roof on April 14, 2014. This inspection found several blisters that were not open, but overall the roof is in excellent shape. The contractor noted that his warranty expires in October 2014, however it is renewable if agreed upon by the parties at the same cost as 2013. The next warranty inspection will be done in July.

**Evaluation Forms:** Larry stated that Roy is due for his annual written evaluation by May 1. He gave Stan the evaluation forms and requested that they be completed and returned to Larry prior to May 1. Any increases in wages will be brought before the Board, and with their approval, the increase will take effect May 1<sup>st</sup>.

**FPL:** Power was out after a lightning strike in a recent Saturday afternoon storm. The boilers draw 30 amps so no UPS filters can be installed. When the power goes out, someone has to reset the boilers when the power goes back on. There was also a question about why only 3 floors of fire alarms are activated in a power outage. Stan reported that the way the fire alarm is designed, it only goes off on the floor in trouble, plus the one above and the one below.

**Carwash area:** Stan reported that the carwash area on the west side is not significantly wide enough to wash the vehicles. It was decided that the mulch would be removed and pavers would replace to not only allow more width while washing the vehicles, but also to assist with the moving of the dumpsters as well.

**Adjournment:** There being no more business to discuss, Larry motioned to adjourn at 7:33 pm. Bob seconded, all in favor.

Respectfully submitted,

Lynn Hiott, LCAM  
Michelle Davis, CMCA, AMS, CAM  
Community Association Managers  
Reconcilable Differences Team