

Catawba Shores North Condominium Association
Annual Meeting Minutes Summary
Saturday, September 11, 2021
3:30 pm to 5:30 pm
Catawba Shores North, Grassy Area Outside Primrose Hall

Board Members Present: Sheila Flannery, President and Secretary; Tim Keys, Treasurer; Joe Barone, Chairman Legal/Special Projects; Beth Veres, Chairman Landscaping; Mike Colatruglio, Chairman Grounds; Kevin Quinn, Chairman Nominating Committee.

Board Members Absent: Ken Sesko, Chairman of Pool/Beach.

Opening Remarks:

Sheila Flannery, welcomed all members to the FY 20 Annual Meeting being held on September 11, 2021. Sheila introduced herself and informed the members she was elected in December 2020 after Jonathan Osborne resigned from the Board. She reported that she has also been serving as Secretary, since that was her position prior to being voted by the Board to serve as President for the remainder of this year. Sheila reported that at the next meeting of the Board of Trustees the officers for the coming year will be elected. Sheila asked all members to join her in a moment of silence to honor all those lost on September 11, 2011, since today was the 20th anniversary.

Introduction of Board Members:

- Sheila Flannery discussed that how the past year has been a very challenging year for the Board. She informed members that there had been emails with some very hurtful comments that had been circulated to the Board and many of the members of CSNCA. Sheila asked the members to remember that the Board are volunteers and work very hard for the good of CSNCA. Sheila reminded everyone that the Board is open to ideas and has worked very hard this past year to listen to members and work to accomplish projects that maintain the quality and integrity of CSNCA. Sheila asked members to remember to treat each other with respect and dignity in our communications, especially via email.
- Sheila introduced all the Board members and gave a personal gift of thanks to each Board member for some of their accomplishments this past year. Sheila also recognized Jonathan Osborne for assuming the role of President when his father John Osborne resigned from the board. Jonathan provided excellent leadership and direction to the board. Sheila recognized with a special gift from the Board members to Bill Caswell for his 27 years of service to CSNCA.

- Sheila also introduced Jeff Kaman from Kaman & Cusimano, the law firm hired by the Board this past year to assist with any legal or governance issues that may arise for CSNCA.

Approval of Annual Meeting Minutes FY 19, September 12, 2020:

- Sheila Flannery asked if there were any changes or corrections to the September 12, 2020 Annual Meeting Minutes that were distributed to all members in the Annual Meeting Packet for this year's meeting. There were no changes or corrections noted. Chris Lute motioned to approve the Annual Minutes and Katherine Smith seconded the motion. All members present voted unanimously to approve the Annual Minutes for September 12, 2020 as written and presented to members.

Approval of House Waiver Bill 135:

- Sheila discussed House Waiver Bill 135 which allows CSNCA to operate using capital funds to cover unexpected expenses. All members are asked to sign a waiver form, which was mailed with annual meeting information. A total of 20 waivers were signed and completed for the September 11, 2021 Annual Meeting.
- Sheila informed all members that new a membership directory is available for each unit at the registration table. Please review and if any changes need to be made to the directory, please let Sheila Flannery know and it will be corrected on the next year's directory.

Nominating Committee and Voting for Board Members:

- Sheila Flannery introduced Kevin Quinn, Chairman of Nominating Committee. Kevin thanked the members of the Nominating Committee: Kevin Cogan and Tom Frohman for their work and efforts over this past year. Kevin informed the members that there are four (4) candidates running for three (3) board openings. Two openings are a 3 year term, running from September 2021 – September 2024. The third position is to complete the remainder of a 1 year term, ending September 2022. Kevin Quinn stated that the Nominating Committee reached out to all members of CSNCA encouraging any member interested to run for one of the three positions available. Candidates that submitted their name for the open positions are: Beth Veres and Ken Sesko who have been board members for three years; Mike Colatruglio who has been on the Board for the past year when asked by Board to fulfill an open position left vacant when Jonathan Osborne resigned. Tom Frohman submitted his name to the Nominating Committee for one of the open positions. Kevin Quinn explained the election process. Since there were four candidates and only three open positions, Kevin explained that the top two vote getters would be elected to serve the three year term, and the person who comes in third highest votes will serve the remaining of the term from 2021 – 2022. There were no more questions from any

members. The proxies that were completed for members not present at the meeting were identified. All members were informed that there was one vote per unit.

Jeff Kaman was introduced and explained the election process. Jeff asked if there were any further nominations from the floor. No further nominations came forward. Jeff asked for a motion to accept the slate of candidates presented. Marie Quinn made a motion to close nominations and Michelle Frohman seconded the motion all members voted yes to close nominations. Donna Miller motioned to approve Kevin Cogan and Kevin Quinn to be the official election counters, the motion was seconded and all members voted unanimously for Kevin Cogan and Kevin Quinn to count the ballots.

Kevin Quinn passed out one ballot per unit. The members who had signed proxies were given ballots for each proxy they presented. Kevin instructed all members to complete the ballot, fold in half and place in the ballot box he provided. All members voted by secret ballot, the ballots were placed in the ballot box, and Kevin Cogan and Kevin Quinn went to a separate area to count the votes.

COMMITTEE REPORTS:

FINANCIALS:

- Sheila Flannery introduced Tim Keys, Treasurer. Tim explained that his main role is to interface with Earl Lay, Property Manager on behalf of CSNCA and to review all expenses before they are paid. Tim discussed the improvements to allow more communication and transparency of financial information and Board communication through the development of CSN website. Tim informed the members that on the site there are monthly financials; pie charts that breakdown the major financial categories and where the dollars are being spent on each category.

Sheila Flannery stated that the Board decided there will be no increase in association fees for this new fiscal year. The Board felt that with the Reserve Study being completed this will allow the Board to review and analyze the Study and decide where reserve fund will need to be and if the fees will need to be increased for the following year.

GROUNDS:

- Sheila introduced Mike Colatruglio, Chairman of Grounds Committee. Mike informed members how much he enjoyed being on the board this year and serving CSNCA.

Mike informed unit owners in the garden units that power washing and painting will begin on the units September 13, 2021. All furniture must be removed from the decks. Please let Ley Management know if help is needed to remove furniture.

Mike discussed that there is still problem with leaks, especially after the storm that occurred just before Memorial Day. Most leaks are occurring around lakefront sliding doors.

Mike informed members that additional vendors of Anderson Windows and Marvin Windows are approved to be used for door and window replacements, along with Pella windows. Mike stated that Raymond Schaefer is approved to install Anderson and Marvin Windows. Pella windows and doors will need to be installed by a Pella authorized installer.

Mike discussed that the overflow parking had become a challenge on weekends and holidays. Mike worked very hard to devise a plan using cones and ropes to guide the cars into the north side of grassy area for the overflow parking. This system has been working and has allowed the overflow parking to be restricted into one area.

Mike discussed how he has spent a considerable amount of time this year evaluating vendors and ensuring that people who do work that is paid by CSNCA meet the guidelines necessary for safe and quality work, such as licenses, insurance and workmen's comp insurance. Mike stated that his goal is to compile a list of vendors would be recommended to unit owners to use when they need someone for personal home improvements or remodeling. Mike also stated that the Board will be evaluating Ley Property Management and how we can improve communication and quality of results.

Sheila Flannery explained that the survey had been discussed to send out to all members to get an idea of strategic planning and long range maintenance and improvement ideas had been postponed due to the Reserve Study being done in August 2021.

LANDSCAPING:

Beth Veres was asked to share a report of the Landscaping Committee. Beth thanked her committee members, Dana Preise and Katherine Smith, as well as Michelle Frohman and Karen Colatruglio for all the personal time they devote to making sure our grounds look beautiful. Beth reported the Grinder Station was completed this year with some finishing touches. A brand new bed was installed by Barnes at the driveway split when you enter CSN. Tree trimming in the fall concentrated on giving better views of the lake. A tree was removed at Unit 15 and replaced with new hydrangeas. The Hawthorne between Unit 3 and Unit 4 as well as the Hawthorne tree by the dumpster will be removed this fall. If other areas of trimming needed, please let Beth Veres know. Beth stated that this was a transitional year with Schill Landscaping taking over our grounds keeping.

Beth informed the unit owners that the Schill contract will continue to be reviewed and evaluated and changes will be made where needed. Beth thank all the owners for the added beauty of their outside spaces and asked for all to please continue to inform her of any areas of need or any issues they have. Beth stressed for members to use the portal to express concerns or report any issues.

Beth reported that in FY 2021, there are three areas to be considered for upgrading, depending on funding. The two lakeside beds and the corners of the pool, trees along Route 53, and bushes around the sides of the pool.

Heidi Cline asked regarding process when trees need to be removed or cut down. It was explained that many factors are taken into consideration such as finances, view of the lake, is replacement needed, etc. and the Board makes the best decision based on the needs of CSNCA.

POOL/BEACH:

Sheila Flannery reported in Ken Sesko absence. Sheila reported that Ken was instrumental in negotiating with ODNR and the fisherman who places the nets in front of CSN, which results in dead fish on the beach. Ken negotiated that a crew will come and clean up the dead fish from the beach, which saves CSNCA the cost of Ley Management having to clean the beach.

Ken also did an excellent job keeping the pool running every day during the summer last year during the COVID peak time, ensuring the safety of all who used the pool by following CDC and ODH guidelines.

Ken also identified and created space in Primrose Hall to allow owners who do not have a garage or a storage unit to store winter items in designated areas.

Finally, Ken researched and implemented the plan to successfully rebuild and strengthen the break wall on the south side of lake.

SOCIAL/COMMUNICATION:

Sheila reported that the Newsletter is being sent out quarterly with the condo fee invoices. Sheila stated that corrections to emails, cell phones, addresses, etc can be put in the Newsletter if forwarded to her and permission given to publish in the Newsletter. Due to Covid and the continued restrictions imposed, social gatherings have not been held at CSN, hopefully, that will change for next year.

LEGAL/SPECIAL PROJECTS:

Sheila reminded all present of the leash policy that was enforced this year and the importance of keeping all dogs on a leash at all times unless they are secured on decks

and unable to get through the deck slates. Sheila informed owners that several issues happened this year with dogs attacking other dogs or frightening owners or family members, involving children. Sheila stated that this is a huge risk to CSNCA and it is extremely important that there be no exceptions to this policy and to please inform all guests who use your units of the policy.

Sheila informed all unit owners that no vendor or contractor is permitted to use the dumpster of any construction material or debris that is being thrown away. All vendors/contractors must haul away all construction material, debris, carpeting, and appliances, etc.

ELECTION OF BOARD MEMBERS:

Kevin Quinn shared the election results. The two candidates with the highest number of votes were Mike Colatruglio and Beth Veres, who will serve a three year term ending 2024. Ken Sesko received the third highest votes and will serve the remaining year of a term that ends 2022, left vacant from Jonathan Osborne's resignation. Kevin thanked Tom Frohman for his willingness to serve as candidate for the CSNCA Board.

Sheila Flannery thanked Kevin Quinn and the Nominating Committee for the time and energy they put in this past year in recruiting members to serve and oversee the election. Sheila also thanked Tom Frohman for his willingness to serve.

Jeff Kaman of Kaman & Cusimano was introduced and invited to review the proposed Amendments and changes to the Articles of Incorporation and By-Laws of CSNCA. Jeff congratulated the Board members for the time they give and the care and concern that exists for CSN. Jeff applauded the Board and CSNCA for the investment of a Reserve Study and the long term outlook the Reserve Study will provide to the association.

Jeff went through each of the proposed Amendments, defining and clarifying why each was recommended for the proposed changes by Kaman & Cusimano Law Firm. Jeff remarked that the original Articles of Incorporation and By-Laws were from 1986, and Kaman & Cusimano reviewed all of the materials before making the improvements and suggested changes to the Amendments. Jeff informed owners that 75% of all current owners must approve each amendment for it to pass and be changed or 25% of current owners must vote no. Jeff said it was important for all members to vote and turn in their ballot no matter whether they approved or vote no---not voting, is "NO" vote. Jeff Kaman reviewed the amendments opened the floor to questions. Some questions were asked regarding the amendment that had to do with Tier 3 sexual predators and the

deductible for insurance coverage. Tim Keys did let home owners know that the current deductible on the CSNCA insurance policy is \$5,000. Sheila Flannery thanked Jeff Kaman for his willingness to attend the meeting and review the important issue of our Amendment changes.

Sheila informed all home owners that next year's Annual Meeting will be September 10, 2022.

Sheila thanked all members for attending the meeting. There was a motion by Chris Lute and the motion was seconded by Michelle Frohman to bring the Annual Meeting of FY 20 to an end. All members voted for the motion present and the meeting concluded at 5:38 pm.

Respectfully Submitted,

By Beth Veres and
Sheila Flannery, Secretary