

CATAWBA SHORES NORTH CONDO ASSOCIATION
BOARD MEETING SUMMARY
APRIL 24, 2021 – ZOOM MEETING
9:30 AM TO 12:30 PM

Members present: Members present on Zoom Call: Sheila Flannery; Ken Sesko; Tim Keys; Mike Colatruglio; Joe Barone; Beth Veres; Kevin Quinn and Earl Ley.

FINANCIALS:

Earl Ley reported a Net Income as of March 31, 2021 of \$28,088.00. Tim Keys reported on the Pie Chart that is on the CSN website with all monthly financial statements. The Board unanimously voted to approve the transfer of \$50,000 from the Reserve Fund to Operating Income. This will offset the expenses for the seawall repair; grass reseeding; and replacement of trees. Beth Veres reported that 3 pine trees need to be replaced at the Point that were removed in the repair of the sea wall. Earl Ley will contact Corso for the replacement of the pines.

UNIT 29 GARAGE REPAIR:

Mike Colatruglio submitted three bids from local contractors to remove the rotted siding, replace the siding, paint the siding and haul all construction debris off site. A bid was voted upon and approved by a majority of board members to contract with Ray Schafer to replace the cedar siding with LP siding and Boral Trim, however, after discussion with our lawyer and reviewing the Articles of Incorporation, Amendments and Bylaws, it was decided that the garage needed to be replaced with cedar siding. Therefore, there was a special Zoom meeting called on April 29, 2021. A motion was made to cancel the bid presented by Ray Schafer and approve the bid from Certified Restoration in Sandusky at a cost of \$7,875.00 using cedar siding.

CHANGES TO THE CSNCA AMENDMENTS:

Kaman & Cusimano the law firm hired for CSNCA has recommended CSNCA to consider changes to the amendment to the Declaration and Bylaws of CSNCA. The recommendations are based on the fact that Kaman & Cusimano have read CSNCA Declaration and Bylaws for the purpose of identifying needed corrections or omissions in the provisions of your governing documents that they believe to be important for ensuring smooth operations and reasonably protecting the Association and Board members from any potential legal challenges. The approximate cost Kaman & Cusimano to prepare the documents, consent forms and prepare amendment additions and changes is \$3,030.00. Jeff Kaman from Kaman & Cusimano will attend the Annual Meeting in September to explain and educate all unit owners on the changes and additions.

PRIORITY LIST FOR STRATEGIC PLANNING:

Tim Keys has developed a Strategic Planning List that will be used to develop the survey that will go out to all unit owners to help with prioritizing maintenance and repair and long range planning for the future of CSN.

RESERVE STUDY:

Joe Barone presented the three proposals for a formal Reserve Study for CSNCA: The Board discussed the proposals and very much liked that Reserve Advisors has completed Reserve Study for most of the condo associations on Catawba Island and Port Clinton. It was agreed by all that a Reserve Study provides a professional consultation and recommendation for future business plan and long range strategic planning for CSNCA. Earl Ley agreed to talk with other management companies to

get further input on these companies. The Board will decide which proposal to present to members at the Annual Meeting at the next board meeting in June.

COMMITTEE REPORTS:

Landscaping: Beth Veres updated Board on the monies that was allocated to complete the landscaping for electrical box and main entrance sign area for a cost of \$6,250.00. Beth reported that Barnes Nursery has put this project on schedule and excited that project will be completed. Beth also reported that Schill Landscaping has been cutting the grass for this year and she has heard positive comments. Beth stated that the hydrangea that is to be planted by Unit 15 should be completed by late May 2021. Earl Ley reported that John Newlin, a recommendation that came from Jerry Schill, evaluated the irrigation pump in late February/early March regarding upgrading wiring and a new variable speed pump. The recommendation for a new pump was \$5,700.00. Earl states that the irrigation system is not operational without a new pump. Earl will contact Jerry Schill regarding this evaluation and recommendation so this issue can be resolved at the June 19, 2021 Board Meeting.

Pool & Beach: Earl Ley reported that Beach clean-up will be in Mid-May 2021. Tim Keys reported that he will have a discussion with new neighbor on North Side of CSN, Bill Riatt, regarding sharing the beach and continuing to allow CSN owners and guests to walk along their beach and vice versa.

Ken Sesko reported that the pool will open by May 15, 2021, following the repair that is needed on pool. This summer all deck furniture and umbrellas will be out on pool deck for all to enjoy.

Buildings: Mike Colatruglio reviewed that, along with Tim Keys and Earl Ley they reviewed the process that has been used in the past for vendors/contractors that have done work for CSNCA. The goal of this review and discussion was to provide consistency for any future bidding for jobs that exceeded \$1,000.00. For all future contracts and bids, there will be three (3) formal bids, if possible, to allow the best competitive price and all contracts approved will have to sign and complete the Contract Condition Statement approved by the Board.

Mike stated that his goal is to develop a list of contractors that have been used by CSNCA and private unit owners for improvements, repairs or updates in their units. This will allow unit owners to have a frame of reference to use for any work they may be looking to contract with a vendor for their personal benefit.

Nominating Committee: Kevin Quinn stated that the Nominating Committee Members will reach out in person to members through the summer months and also by telephone to encourage members to serve on the Board of Trustees. The current board members up for re-election for a three year term are: Beth Veres and Ken Sesko. Mike Colatruglio will be up for election for the remainder of Jonathan Osborne's position that will run through Annual Meeting of 2022.

Social/Communications/Newsletter: Sheila Flannery reported that the Newsletter continues to be sent out with quarterly Association dues invoices. Sheila reported there will be no picnics or summer gatherings until restrictions and limitations on gatherings are lifted by the ODH.

Special Projects/Legal: Joe Barone will continue to research and have more data for Board to make decision on which Reserve Study Proposal to present to the members at the Annual Meeting for our June 19, 2021 Board Meeting.

There was open discussion on various topics:

- Mike Colatruglio asked Earl Ley to get the Sherwin Williams paint color code for the decks, front doors, and whit ceiling/trim outside. The codes will be listed in the next Newsletter and on the CSN website.
- There was discussion if the CSN website needs to be password protected. Tim Keys will research this further.
- Mike Colatruglio suggested better communication from the management company when equipment fails such as front gate or major issues such as utilities being shut down. This will be an item that the Board will continue to try to improve.

Next Board Meeting will be June 19, 2021.