



Board Meeting Minutes

January 9, 2021

Location: Errol by the Sea Clubhouse
4501 So. Atlantic Ave.
New Smyrna Beach, Fla. 32169

Date: January 9, 2021

Time: 10:00 AM

The Meeting was called to order at 10:01 am.

Eleven owners were present via Zoom, no owners requested to speak to any of the agenda items.

A quorum was established with all Board members present. Cheryl Fazio, Jim Lacovara, Darren Campbell and Lois Joyce in person, Mark Hilborn, Deborah Fourness, and Debbie Gunter via Zoom.

Manager Kerri Gallagher confirmed proof of Notice.

Budget Meeting and the Organizational Board Meeting Minutes for December 5, 2020 were approved with motion to approve by Jim Lacovara, seconded by Lois Joyce, motion carried unanimously.

President/Secretary Cheryl Fazio gave the President's Report – see attached

Treasurer Deborah Fourness gave the Treasurer's Report –

- 2019 taxes have been filed. A copy of the taxes will be available to review in the office.
- The roof contract with Robert Burns Roofing is \$756,720 and there is a 10% retainage.
- The roofing project should take 3 months. They will be starting on the 2-bedroom side. Information will be sent out to the owners as we get the details.
- We will be closely watching the reserves with the seawall repairs and the roofing project going on.

Manager Kerri Gallagher presented the Manager's Report – see attached

Old Business – 2019 Annual Meeting Minutes were approved since there was a quorum. Jim Lacovara motioned to approve the minutes and Cheryl seconded. Motion carried unanimously.

New Business – The subject was brought up that an owner(s) is/are interested in having a commercial ice machine installed on property. After a discussion on the subject, it was decided that any such request would need a minimum of 10% ownership requesting and presenting to the Board of Directors with all pertinent information. If approved, the item may be added to a future budget.



Committee Reports –

- Rental Committee – Darren Campbell gave the report for the Rental Committee based on the meeting held on December 14th.
 - o They had concerns over some of the rules and regulations that were in place, but the new policies that have been posted covers those concerns.
 - o They requested to have some type of signage on the seawall to promote the property.
 - o There was a request for clarification on both the linen program and the resort fee.

- Maintenance/Grounds Committee – Jim Lacovara gave the report this committee:
 - o It was asked what is the status of repair on the walkway cleaning machine.
 - o There is dead grass that needs to be replaced. Jim will get a quote from Coastal Landscaping.
 - o There are entry doors that needs attention. We will be identifying them and communicating with the owners about repairs/replacement.

- Welcoming/Hospitality Committee – (owners Kelli Cavanaugh and Cindy Norris)
 - o This new committee will be starting this year.
 - o They will be welcoming the new owners by taking them on a walk through of the property, providing and reviewing the Ownership Rules and Regulations, and taking them to the office to introduce them to the staff and get the new owner paperwork started.

- Fining Committee –
 - o There was a discussion about Fining Committees and the need for one at Errol by the Sea.
 - o Kerri Gallagher will be sending information concerning Fining Committees to the Board of Directors to review.

With there being no further business, Cheryl Fazio motioned to adjourn the meeting and Jim Lacovara seconded. Meeting was adjourned at 11:24 am.

Debbie Gunter

Debbie Gunter, Secretary