

# SEASPRAY PERDIDO KEY OWNERS ASSOCIATION INC.

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## Board of Directors Meeting Minutes

For the Meeting held on  
Wednesday, May 4, 2016, 6:00 p.m.  
SeaSpray Meeting Room #123

### 1. President Calls the Meeting to Order

The meeting was called to order at 6:00 p.m. by Mrs. Hansen

### 2. Proof of Notice for the Meeting

Cynthia reported that the agenda was posted in the official posting locations at each building and emailed to the Board of Directors on May 2, 2016, in compliance with the condominium documents and Florida statutes.

### 3. Establishment of a Quorum/Attendance of the Meeting

Mr. Howell took roll and reported that 4 out of 4 Board Members were present and a quorum was reached. Also present in the meeting room was Dan Lankheit (Unit No. 611) and Cynthia Lirette, the general manager.

### 4. Approval of Minutes from the February 12, 2016 Meeting

Mr. Barry motioned to approve the meeting minutes and Mr. Howell seconded. The meeting minutes were unanimously approved.

### 5. Committees

Mrs. Hansen reported her proposed structure of committees for the year. She added that it was her goal for a Board Member to chair each committee and the Board Member recruit and work with owners. Board Members would then bring back the committee business to the Board of Directors. Information from each committee should arrive to all Board Members a couple of days in advance of each BOD meeting. The committees were identified as follows:

**Rental Program Committee**-Chaired by Lee Hansen

**Future Plans Committee**- Chaired by Lee Hansen and members include all Board Members

**Facilities and Maintenance Committee**-Chaired by Bill Barry

**Landscaping Committee**-Chaired by Bill Barry and members include Susan Barry (615), Dan Lankheit (611) and Sophie Smith (211) and

**Insurance & Condominium Documents Task Committee**-Chaired by Jim Howell and Co-Chaired by Lee Hansen

**Finance Committee**-Chaired by Harry Smith

### 6. Fifth Board Member

Each Board Member provided a secret ballot of their choice to elect a Board Member for the available Board Member seat. The ballots were collected by the manager and the decision was to elect Emmet Kern (714, 304 & 505). Mrs. Hansen will contact Mr. Kern to ask if he will serve.

### 7. Land Note

Mr. Smith shared a schedule he developed on the needed items/tasks to accomplish for the final payment of the land note for the property adjacent to the River Building. He advised that he spoke with the loan officer at Renasant Bank and based on that discussion, the notification to owner guidelines in the condo documents and the Florida statute, developed a time line with needed actions up to the date of loan payoff (9/20/16). The time line was reviewed and discussed. All agreed that as payments are received, payments will be sent to Renasant bank in advance of the due date to reduce the principal (and future interest) as soon as possible.

Should there be owners that do not pay on time, it was discussed that the Reserve funds that are being held by Renasant Bank for collateral be used to pay the principal balance by the due date. The Association will then collect from the owners then repay the Reserves to avoid further interest.

Mrs. Hansen moved to adopt the schedule as presented and Mr. Barry seconded. The adoption was unanimously approved.

#### **8. Rental Program**

Mrs. Hansen proposed that as the chair of the Rental Committee that she have the authority to make small operational decisions to move the rental department forward as soon as possible. She added that her goal was to increase income and satisfaction to the rental owners and owners overall while remaining competitive with other rentals on Perdido Key. Any major decisions would be shared with the Board of Directors.

#### **9. Boat/Vessel Registration and Parking Effort**

Cynthia shared that the staff is working on identifying the owners of all vessels and trailers that are stored on the property with a goal to get new stickers affixed to all. Another goal that she is working on is proposed parking organization that will optimize the available area which will be presented at a later date.

#### **10. Termite Treatment**

Cynthia shared the proposals she received so far on termite treatment with the BOD. After discussion, the BOD asked Cynthia to look into bait stations and the cost of same. More information will be gathered, along with costs to present to the BOD for their consideration at a later date.

#### **11. Old Business**

The condition of the marina and the status of an RFP was discussed. Cynthia to push Dan Smith to provide an RFP using the past marina study as a guideline for work scope.

#### **12. New Business**

Dan Lankheit asked about control measures on snakes at SeaSpray. After discussion, the BOD requested that a sign be posted at the elevators advising owners and guests that we are coexisting with snakes in their environment and that they be aware. It was also suggested that the same information be included in the upcoming newsletter.

#### **13. Review Date for Next Board Meeting**

After discussion it was determined that there would not be a July 2016 BOD meeting and that the next BOD meeting would be held on August 13, 2016, at 9:00 a.m.

#### **14. Adjournment**

Having no further business to discuss, Mrs. Hansen moved that the meeting be adjourned and Mr. Howell seconded. The motion carried unanimously and the meeting was adjourned at 7:35 p.m.