

QUEEN'S GRANT ANNUAL RECREATION MEETING:

May 5, 2018

<https://queensgranttopsail.com>

Chuck Opened the meeting and established a quorum.

Austin Harris not present, Kim Quinn has Austin's proxy

Motion to waive: Ron Brown, 2nd Bonnie Moore

Chuck Esserwein presented some history of Queens Grant.

Property management report by Jake Davis

- Pool and Seawall Projects Complete
- Hot Tub has pump issues and is currently being addressed for repair by Premier.
- WWTP Lift Station
 - Declarations require updating to allow for compliance with State requirements to ensure the fiscal responsibilities are top of priorities for the QG Association. Developer has allocated funds for a lawyer to update the declarations for documents needed to complete the transfer of the WWTP **only**. Once complete the entire Recreation associated vote of greater than 67% is required to pass. This will allow for the declaration to pass and compliance with the state requirements.
 - Additionally, the Rec Association declarations are old and need updating as they are nearly 35 years old. Action to take as a parking lot action for consideration by the new board.
- Water Meter Installations
 - Three new meters are being installed: One for the Ocean front side (billed to Ocean side), One for the Clubhouse and Pool (billed to Rec Association), One for the Soundside (billed to Soundside).
- Technology of the WWTP operating and software system is significantly out of date. Action to take as a parking lot action for consideration by the new board.
- Waste Removal has now been consolidated for all three associations. Schedule is being reviewed and flexible especially during the high season.
- Maintenance Staff:
 - Need to establish a Committee to speed up the process of establishing a job description for the maintenance staff.
 - Current staff hours are as follows: Shannon 40 hrs and Ken 20 hrs
 - Maintenance staff are employees of Queens Grant. Action taken to review and ensure the liabilities for insurance and worker's comp coverage.
 - Action taken to establish a team to create a job description to ensure the communities needs are being met with a particular level of attention to detail.

- Internet system requires review as it is not sufficient or reliable. Association recommends the Sharktooth system be eliminated and equipment removed.
 - Directive/Permission was given to Jake to gather bids to set up internet for Clubhouse and WWTP on a separate system. To support the WWTP needs, Gary Ange will provide Jake specifications for WWTP internet requirements.
- WWTP Future needs to be Considered, Gary indicated Allen Rue has been asked to step back and look at the WWTP-building from a capital standpoint..."do we have anything that might come up in the next year". Allan to report to Gary. Recommendations will be reported the Rec Board for further consideration.
- Sea wall behind unit 8 is failing. Kim recommended to fix the pier to be structurally safe for the season and review the sea wall after the summer season.
 - The developer agreed to have his contractor to review the pier and provide an estimate for repair.
- Chuck Esserwein was honored for his 10 years of service on the Rec Board. THANKS CHUCK!
- Election of Officers: Kristine Perry was put forth. Her nomination was approved and 2nd without challenge. Kristine Perry is elected to the board!
- 2018-2019 Rec Board Officers:
 - Kim Quinn- President
 - Victor Santoro- VP
 - Bonnie Moore- Secretary
 - Kristine Perry- Treasurer
 - Billy Sutton- Member at Large
 - Ron Brown – Member at Large
 - Austin Harris – Member at Large
- Board Members announced
- Dinner is at 6pm. All members encouraged to come join for some community fun!
- Rec Board Meeting June 15th. And every month afterwards for 30 minutes.
- Meeting Adjourned