

Friday September 25, 2020

Present: Kim Quinn, Jim McGee, Ron Brown and Susan Griffin
On Zoom Conference Call: Victor Santoro, Jim Hepner, Ted Shields and Gary Ange
Absent: Kristine Perry and Sallie Dickinson

Susan Griffin opened the meeting with a review of the annual packet that will be mailed out to all homeowners. There was discussion regarding the Amenity Fee and how that should be charged. It was suggested to charge 3% of the total rental fee or charge \$5 per bedroom per night. The Board decided to include how to charge renters as part of the Amenity Fee vote. Homeowners will have the option to vote yes or no on the Fee, and if they vote yes, they will be able to vote on how the fee is charged. The Board then discussed that if the Amenity Fee passes how the funds should be used. All agreed that a percentage of the fee should go to increasing QGRA's reserve account. The reserve account currently has \$135,000 with an estimated additional \$15,000 coming from insurance depreciation recovery. The Board agreed that the reserve account should have a minimum balance of \$200,000.

The Board then discussed the option of adding a parking lot on the Ocean Side of the property in the vacant lot between Buildings D&E. Jim Hepner made a motion to remove the parking lot from the annual packet and not have homeowners vote on it. Victor Santoro seconded and the motion carried 3-1. Therefore, there will be no vote on installing a parking lot on the Ocean Side of the property.

Susan Griffin then went over the monthly financial reports. She explained we were over budget due to unseen expenses at the Waste Water Treatment Plant. There were no questions on the financials. Two homeowners have been contacted by Charles Meier regarding late fees. Both are still within the 30-day grace period before Mr. Meier will initiate the Lien process.

Susan Griffin asked the Board for help in contacting all homeowners regarding the annual packet and the informational meeting to be held on October 17 at 10 am. All Board members agreed to contact their assigned list and encourage all homeowners to attend informational meeting as well as sending in their vote.

At the suggestion of Charles Meier, Susan Griffin presented the Board with the option of Susan being the one to send out first delinquent letter to homeowners who are past due on their dues. Charles provided Susan with a form letter that could be used and this letter was shared with the Board. Charles' reasoning is if he sends letter as a debt collector, he is required to give the homeowner 30 days to respond. Susan as an agent of the Association can require response in 15 days. Therefore, the Association would receive the dues quicker. If after the 15-day period expires with no communication and or payment, the matter would be turned over to Charles to start the Lien process. Jim McGee made the motion to move forward with Charles' recommendation, Ron Brown seconded and the motion carried.

There was no further business discussed by the Board. Jim McGee made the motion to dismiss, Victor Santoro seconded and the motion carried.

The next scheduled Board meeting is TBD.