

Heather Cove of NPR Condo Assoc., Inc.  
Board of Director's Meeting  
May 3, 2018  
Minutes

Meeting called to order at: 5:00 pm.

**Roll Call** Members present were: Jeanann Lewis, Harold Ketchum, and Sharon Hatcher. Steve Janes and Roy Thornton were absent. MaryAnn Syraski represented Coastal Management.

**Proof of Notice.** Notice was posted prior to the meeting.

**Approval of Minutes.** Harold Ketchum moved to waive the reading of the minutes and approve the April 5, 2018 Minutes as presented; Sharon Hatcher seconded, and the vote was unanimous.

**President's Report.** Jeanann gave the report attached to the minutes.

**Treasurer's Report.** MaryAnn gave the report for the period ending March 31, 2018. A motion was made by Harold Ketchum to accept the report. Sharon Hatcher seconded. All were in favor.

**Manager's Report.** MaryAnn gave the report. She updated the Board on the collections, work orders received and rentals.

Unit 311 received approval to install new windows.

**Commette Reports.**

**Docks.** Steve's report is attached to the minutes.

**Web Page.** Steve's report is attached to the minutes.

**Landscaping.** Sharon gave the report for Linda. All looks good and she wanted to thank the owners that have helped with the landscaping and mulch.

**Unfinished Business.**

**Camera Update.** The cameras are working in building 2 and 3. Jeanann thanked Preston. A motion was made by Butch to reimburse Preston for the cameras purchase of the cameras for building 3. Sharon seconded. All were in favor.

**Spectrum Quote.** Steve has not heard back from them.

**Repairs to Unit 326.** A motion was made by Butch to approve the quote of \$1575 from World Class. Sharon seconded. All were in favor.

**Lattice Work.** A motion was made by Butch to approve Ain't Gonna Fix It's bid for \$3,370.50 to fix all the damage lattice caused by the hurricane. Sharon seconded. All were in favor.

**New Business:**

**Elevator Quote.** A motion was made by Butch to approve the bid from Delaware Elevator for building 3's elevator in the amount of \$1009.80. Sharon seconded. All were in favor.

**Unit 325 repairs.** Jeanann said that this was old issue. When the Association tried to do the repairs the owner wouldn't let them. A motion was made by Sharon to approve Damm Roofing's bid of \$475 to repair the cracked skylight. Butch seconded. All were in favor.

**Unit 311 repairs.** A motion was made by Sharon to approve the Damm Roofing's bid of \$650. Butch seconded. All were in favor.

Architectural approval was given to unit 121 for new screen door.

A motion was made by Butch to approve Dock A17's request to install new poles which will be wrapped. Sharon seconded. All were in favor.

Board discussed removal the tree in the front of building 2. Jeanann had a bid from Pasco Tree for \$685 to remove. A motion was made by Sharon to remove the tree and stump for a total of \$685. Butch seconded. All were in favor.

Emergency lights are being worked on.

Jeanann reported that we met with insurance agent, Robert Mitchell, about our upcoming renewal. Current agent hasn't submitted the new renewals. A third has not responded.

Roy submitted his resignation due to health reasons. A motion was made Sharon to appoint Colleen Dora to the Board. Butch seconded. All were in favor.

Meetings will not be held in June and July unless needed.

**Adjournment:** A motion was made by Harold and seconded by Sharon to adjourn the meeting at 5:53 pm

Minutes submitted by Management  
Sharon Hatcher, Secretary