

SANDPIPER OWNERS ASSOCIATION, INC
MINUTES OF BOARD OF DIRECTORS MEETING
NOVEMBER 7, 2020

Immediately following the Annual Meeting of Owners of Sandpiper Condominium, the newly elected Board of Directors held a meeting on November 7, 2020 at the 7th floor recreation room of the condominium.

The meeting was called to order by Scott Johnson at approximately 11:45 am. In attendance were Scott Johnson, Rhonda Pearlman, Terry Hadley, Henry Besten, Diane Browning, Ruth Delaporte, Tiffany Lytle, Steve Selznick, Kim Boone and Alexis Bristol (who participated by phone). Scott welcomed Alexis, Steve and Kim as our new Board members.

2021 operating budget and reserve schedule -- the first order of business was discussion to consider for adoption the 2021 proposed operating budget and reserve schedule as proposed to the Owners at the Annual Meeting just concluded. Upon motion made and seconded, and after discussion, the Board approved the budget and reserve schedule by the required majority vote, Steve Selznick voting No. The 2021 budget and reserve schedule as approved will be attached to these minutes. Management will send a copy of the 2021 budget and schedule to all Owners, and inform them that the monthly maintenance fee for 2021 will be increased to \$714 beginning January 1, 2021.

Election of officers for balance of 2020 and for 2021 -- Scott discussed options that could be considered for election of officers. One option was because we have 3 new Board members just elected, we could postpone the officer election until the next Board meeting to give the 3 new members the chance to get oriented as Board members and further consider officers before being asked to vote; in response, the Board majority determined not to postpone but proceed with the election today.

To therefore proceed today, Scott then reminded the Board that several weeks ago, in anticipation of this meeting, Scott had advised that Henry and Rhonda had confirmed their willingness to serve again as Treasurer and Secretary, respectively, if elected. Scott also advised, including for the benefit of the 3 new Board members, that both Scott and Terry had also previously advised the Board several weeks ago of their desire to step down as President and VP, respectively, at this meeting, due to fact that each had served in those positions for the past several years. Scott had therefore requested of the then Board that anyone wishing to be considered for serving as President and VP this next year contact Scott in advance of this meeting to express their interest, so that such interest would be known to Scott, Terry and the entire Board prior to this meeting for consideration at this meeting. Scott further advised that notwithstanding his prior request, no one had contacted him in advance to express their interest in serving in either of those 2 positions. So having heard from no one, Scott assumed as we approached today's meeting that he and Terry would again need to serve another year as President and VP, respectively, and were willing to do so, if elected.

After those comments, and to proceed with the election, Scott asked for a motion for Scott, Terry, Henry and Rhonda to be elected as those officers. No motion was made. Instead, Steve Selznick moved that Tiffany Lytle be elected President, and Alexis Bristol moved that Steve Selznick be elected Vice President, and it was moved that Henry and Rhonda be elected Treasurer and Secretary respectively. Those motions were seconded.

Upon discussion, Rhonda and Henry expressed their preference that Scott and Terry remain as Pres and VP for their final 1 year Board terms based on their experience of having served to date, and that would allow for a proper transition to Tiffany and Steve during this next year now knowing they wanted to be considered for those positions. Other Board members expressed their support for the motion as made. Scott commented that it appeared that Tiffany, Steve and certain of the other Board members had conferred among themselves prior to this meeting to plan to make the motion under consideration, notwithstanding that Scott had previously asked anyone interested in being President or VP to let him know in advance, just so that we would have all known of such interest in advance of this meeting as requested.

With no further discussion, and upon vote taken, the motion passed with Tiffany, Steve, Diane, Ruth, Kim and Alexis voting YES; Rhonda and Henry voting NO; and Scott and Terry abstaining (but approving the motion as to Henry and Rhonda as Treasurer and Secretary, respectively).

Based on the foregoing vote, the officers elected until next year's annual meeting are Tiffany Lytle, President; Steve Selznick, Vice-President; Henry Besten, Treasurer; and Rhonda Pearlman, Secretary.

Terry Hadley then advised the Board that he was resigning from the Board, effectively immediately. Terry stated it had been his intent to resign at this annual meeting, but would have stayed on as VP (if elected) for his 1 year remaining Board term if Scott had been re-elected as President. With Scott not being re-elected based on the elections just concluded, Terry therefore resigned. With that resignation leaving a vacancy for a 1 year remaining Board term, the majority of the remaining Directors would need appoint a replacement to be undertaken as soon as possible.

There being no further business to come before the Board, the meeting adjourned at approximately 12:10 PM.

Rhonda K. Pearlman
Rhonda K Pearlman, Secretary

Date: 11/15/2020

**Sandpiper Owners Association
2021 Operating Budget**

	2020			2021
	Budget	08/31 YTD	Forecast Year End	<i>PROPOSED</i> Budget
Ordinary Income / Expense				
Income				
4020 Maintenance Fees	655,200	436,800	655,200	719,712
4060 Late Charges	0	61	61	
4080 Transfer Fees	0	950	600	0
4100 Interest-Operating Accts	300	34	57	60
4350 Interest-Reserve Accts	4,288	1,505	1,755	600
4500 Office Rent	12,600	8,400	12,600	12,600
4501 Reimbursed Employee Expense	17,100	12,120	17,495	18,096
4999 Miscellaneous & Laundry Income	0	50	0	0
4000 Total Income	689,488	459,921	687,768	751,068
Expense				
5000 Building Maintenance				
5010 Building Maint - Supplies (SOA)	15,000	15,084	24,000	24,000
5011 Building Maint - Vendor	9,960	9,556	13,810	12,000
5013 Stucco Repairs	1,200	0	0	0
5014 Railing Repairs	0	0	0	120
5015 Steel Doors Repairs	6,000	1,270	6,600	7,200
5089 Elevator Phone & Monitoring	1,440	1,488	2,040	1,980
5090 Elevator Maintenance - as needed	12,000	5,348	8,040	12,000
5095 Elevator Maintenance Contract	6,600	11,366	14,616	7,800
5240 Interior Pest Control	3,000	1,750	3,000	3,000
5260 Water/Sewer	9,000	6,685	9,240	9,300
5280 Trash Removal	16,800	10,261	15,900	15,000
5300 Electric Power	16,800	11,290	17,040	18,000
5350 Fire Alarm Maint/Inspection	8,400	1,464	3,970	4,800
5352 Fire Alarm Monitoring	1,320	239	540	720
5400 Cable Service	45,000	24,778	48,520	54,240
5450 Operating Contingency	20,592	0	7,500	19,356
5000 Total Building Maintenance	173,112	100,578	174,816	189,516
6000 Grounds Maintenance				
6040 Contracted Lawn Service	22,800	6,720	20,280	20,400
6041 Grounds Maint - Supplies	3,900	8,995	7,455	8,400
6080 Lawn Spraying	1,200	1,200	2,000	1,920
6140 Water - Irrigation	10,800	12,246	19,380	19,200
6000 Total Grounds Maintenance	38,700	29,161	49,115	49,920
7000 Pool & Clubhouse Expense				
7040 Contracted Pool Service	18,000	10,225	15,480	16,800
7060 Pool Chemicals/Supplies	1,200	1,610	3,025	3,600
7070 Pool Heating (Gas)	9,600	6,845	11,340	10,800
7080 Pool Equipment Repair	7,800	3,445	1,980	4,800
7220 Furniture Maintenance	2,400	0	540	1,200
7000 Total Pool & Clubhouse Expense	39,000	22,125	32,365	37,200

**Sandpiper Owners Association
2021 Operating Budget**

9/05/20

	2020			2021
	Budget	08/31 YTD	Forecast Year End	PROPOSED Budget
Ordinary Income / Expense				
8000 Management, Admin, Misc.				
8012 Payroll - Assoc. Employees	154,980	96,368	149,180	160,056
8013 Payroll Taxes	13,140	9,931	14,727	14,400
8040 Postage	600	0	120	300
8060 Copies/Printing/Supplies	3,000	3,210	4,360	4,200
8064 Computer	900	157	780	1,500
8080 Accounting (Belote)	12,000	7,800	11,950	10,200
8100 Legal	900	0	120	300
8120 Insurance - Gen, Wind, D&O, Fire, etc	101,400	90,751	120,000	128,400
8122 Insurance - Flood	20,520	13,754	20,940	21,600
8160 Telephone/Fax	1,440	612	780	720
8161 Internet Service - Office	6,804	5,329	7,400	6,000
8190 Miscellaneous & Contingency	6,000	0	2,400	6,000
8230 Bank Charges	96	87	120	120
8300 Group Health Insurance	10,800	6,000	9,600	10,800
8375 Office Expense	1,500	786	1,200	1,200
8390 Uniform Business Report	60	61	120	120
8440 Security	2,040	0	540	1,200
8442 Dues/Licenses/Permits	1,020	500	840	780
8460 Bureau of Condominium Fees	420	336	580	600
8000 Total Total Management, Admin, Misc.	337,620	235,683	345,757	368,496
Total Operating Expenses	588,432	387,547	602,053	645,132
8600 Reserve Contribution Allocation	96,768	64,512	96,768	105,336
8605 Reserve Interest Allocation	4,288	1,505	1,600	600
Total Expense	689,488	453,565	700,421	751,068
Net Ordinary Income - Operating	0	6,356	(12,654)	0
Net Income from Operations	0	6,356	(12,654)	0
Owner's Monthly Maintenance Fee	650.00			714.00
- for Operating	554.00			609.50
- for Reserves	96.00			104.50

Sandbjerg Owners Association - Reserve Schedule for 2021
20 Year Funding: HOA @ \$714

ARTICLE	Description	Year	Base Cost	Annual Expenditures																				
				2021	2022	2023	2024	2025	2026	2027	2028	2029	2030											
2307	Pool Deck/Common Area Furniture	2024	33,000	5,000																			12,151	
2309	Pool Equipment	2021	8,000	5,000																				
2308	Pool Windcreens	2024	43,000	43,000																				
2307	Domestic Water Pump/Equipment	2024	8,000	9,000																				
2370	Elevator Modernization (doors, panels, hois)	2034	442,000	145,000	27,000																			
2366	Pool Deck Brick Pavers	2027	94,500	5,000																				
2364	Asphalt parking lot resealing & striping	2022	10,000		10,201					10,310														
2368	Pool Heaters, Propane	2023	4,000				4,121			8,810														
2333	Walkways and stairwells, Resurfacing	2025	84,500							23,848														
2318	Fire Pump/Equipment	2025	22,500							8,308														
2307	Landscaping, Curb Appeal	2025	8,000							5,255														
2322	Painting curbs and stairwell grds	2025	8,000								228,227													
2331	Painting and Waterproofing Building	2026	215,000							2,884														
2309	Shuffleboard Court, Resurfacing	2026	2,500								12,207													
2303	Tennis Court, Fencing and Gate	2026	11,800																					
2381	Restroom Interiors, Ground	2027	27,000									28,048												
2310	Roofing, Metal	2028	89,000																					
2288	Pool Resurfacing interior exterior	2028	75,000																					
2382	Restroom Interiors, 7th Floor	2028	16,000																					
2317	A/C Unit Club Room	2028	8,000																					
2391	Kitchen Interiors	2028	30,000																					
2386	Tennis Court, Resurfacing, Asphalt	2028	8,385																					
2413	Roofing, Flat/Membrane	2029	108,000																					
2405	Mailboxes	2029	8,800																					
2385	Parking Lot Lights	2029	8,300																					
2391	Trash Chute	2031	148,500																					
2422	Trash Chute Doors	2031	8,800																					
2320	Puting Green	2033	25,000																					
2376	Interior Renovations, Common Area	2034	28,000																					
2387	Utility Infrastructure & Equip	2035	19,000																					
2388	Asphalt parking lot repaving	2035	23,000																					
2314	Fire Alarm System Modernization	2040	85,000																					
2397	Seawall, Restoration	2040	52,000																					
Total Expenditures				1,733,288																				
Reserve Contribution, Annual				99,798																				
Interest Earned					109,336																			
Reserve Balance \$231 with Interest				268,000	400	1,704	5,496	7,892	7,892															
Reserve Contribution / unit / month				98.00	104.50	104.50	104.50	104.50	104.50	104.50	104.50	104.50	104.50	104.50	104.50	104.50	104.50	104.50	104.50	104.50	104.50	104.50	104.50	104.50
HOA Contribution				8.50																				

