

MINUTES  
SANDPIPER OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
FEBRUARY 16, 2021

A meeting of the Board of Directors took place at 5 pm on February 16, 2021, virtually as an online meeting through Zoom. Notice of the meeting was properly posted.

**1. QUORUM**

All members of the Board in attendance and establishing a quorum were: Rhonda Pearlman, Tiffany Lytle, Scott Johnson, Diane Browning, Henry Besten, David Kaczmarek, Steve Selznick, Kim Boone, Ruth Delaporte, Kenny Schwartz and Alexis Bristol (by phone).

**2. PROPERTY MANAGEMENT**

Due to our prior property manager Diane Fitzgerald resigning in December 2020, the Board has been considering how to proceed with our future property management, whether by hiring an independent licensed manager as we have had in recent years, or consider hiring a property management company that can provide the licensed manager functions we need along with the support of the management company expertise. The Board has recently interviewed two management companies, and at this meeting, discussed proceeding with negotiations to hire Southern States Management Group, Inc (“Southern”) with main office in Daytona Beach. Southern received excellent recommendations from other condos using their services. Southern had provided a proposed agreement for our Board review prior to this meeting. After discussion about Southern and how Sandpiper would propose to be managed if Southern were hired, an initial motion, followed by amended motions on details, were made to proceed with negotiations with Southern. An amended motion was made by Henry, with a second, to adopt the following resolution (noting that paragraph (ii) below was further amended from Henry’s initial amended motion to substitute the language in **bold** in place of “maintenance coverage”):

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Resolution:

“Whereas, the Board wishes to change its day-to-day management structure from an association employee manager to a third party management company; and whereas the Board believes there may be benefits to its owners including enhanced effectiveness, efficiency potential HOA fee increase mitigation and whereas the Board wishes to proceed to implement such change and will evaluate its merits and accomplishments within a year.  
Now, therefore, Resolve,

- i) that the President of the Association be authorized to negotiate a contract with Southern --- to provide our Association with CAM management and services, as generally set forth in that certain DRAFT agreement provided to the Board; provided, however the primary term and any extensions thereof shall be not greater than twelve calendar months with the further right of either party thereto to terminate said agreement after the primary term upon 60 days written notice. Such agreement shall be subject to approval of the Association board; and
- ii) that as part of the restructuring of the Association's management the Board affirms its intent to retain **its two current employees** to be scheduled 80 hours each week thru at least September 30, 2021 after which it will be reevaluated at the September board meeting based upon the review and recommendation of Southern; and
- iii) that the Treasurer of the Association be authorized to negotiate such agreements for supplemental financial services which the board deems appropriate including, but not limited to, payroll services, year-end financial review, year-end audits, etc.; each and all subject to Board approval; and
- iv) that the administrative/office coverage to be provided to the association by either association employee(s) or thru a contracted service as the Board separately agrees now or hereafter; and finally,
- v) that the President of the association is hereby authorized to take such other actions and sign such other documents as is necessary to implement the foregoing."

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After further discussion on the amended motion to pass the above Resolution, the amended motion passed by the required vote, with Henry voting No as to the above substituted bold language in paragraph (ii). Based on this approval, the Board was asked by tomorrow to provide Tiffany and Steve with any comments on the draft agreement Southern had provided. Tiffany and Steve will then meet with Southern to negotiate a proposed final agreement with Southern. The proposed final agreement will then be considered for Board approval at a meeting to be scheduled.

### 3. PERSONNEL MATTERS

The Board conducted a confidential discussion dealing with personnel matters. Based on that discussion, Tiffany and Steve will get back to the Board with further information for further discussion.

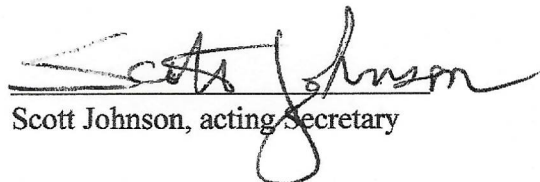
#### 4. WRITTEN SURVEY TO WINTER RENTERS REGARDING STORAGE

Steve advised that some winter renters are using existing Sandpiper storage space to store items while renting and after they depart until they return the following winter. This storage space has been used by the renters for free. Steve proposed that we no longer provide such space for free, so that the Association could have this additional source of income to rent such space to either Owners that want additional storage space, or to winter renters for any such space not rented by Owners. He further proposed that such space being used, and other unused space on our property that can be used for storage use, be considered for renovation to reconfigure for storage use. To determine interest of winter renters, Steve proposed first sending a survey to renters to determine their interest in renting such storage space for a rental fee to be determined. Subject to proposed changes to language of the draft survey, the Board approved Steve sending such survey to winter renters, with results of survey to then help the Board determine further consideration of this topic.

#### 5. STORAGE SPACE RENOVATION

Related to the above agenda item on storage space, Steve had obtained a vendor bid to renovate the subject areas that could be renovated into secure storage units on the third and fifth floors, of sizes ranging from 3 x 4 feet, 4 x 5 feet, and 5 x 8 feet. The bid for renovation was approximately \$6,000. After Board discussion, it was decided to table this topic to obtain more information before further consideration.

There being no further business to be discussed, the meeting was adjourned at 6:30 pm.

  
Scott Johnson, acting Secretary

February 22, 2021