

PINE SHADOWS CIVIC CLUB

Minutes of the May 17, 2023 Meeting

The meeting was held at 615 Inlet Drive, the home of President Neil Cramond. Meeting called to order at 6:35 pm by President Neil Cramond

Members present: President-Neil Cramond, Vice President-Cameron Magness, Secretary-Stephanie Bowdoin, Treasurer-Chris Carouso. Board Members Greg Adams and Connie Foley. Sign in sheet attached.

Old business: None at this time.

New business: President Neil Cramond opened meeting by stating a priority of his was to have electronic document control along with creating and implementing a document control policy. Neil also stated he would like the Board members to have duties more clearly defined and divided fairly among each. Chris stated that was an excellent agenda and we should expect it to take approximately 6 months to initiate. Neil opened floor to all asking if anyone else wished to add other things to agenda. Neil also stated he planned on doing a weekly letter on website to improve communication with all. Chris stated that our website is mostly dormant, only a few hits normally. Chris also mentioned that we have a link to our website on our FB page. Neil stated that previous agendas were not timely and he would prefer only 1 month before new Board has agenda finalized. Chris suggested we do a poll on website and FB for any issues or concerns to be presented. Greg Adams suggested that deed restrictions need to be reviewed and keep or clarify ones that need to be and then dive in and change anything that needs to be along with adding a penalty phase to our deed restrictions. Neil stated there has been concerns raised about the A frame house at entrance to neighborhood, the log cabin in the curve of Link Dr and Inlet Dr, and the empty brick home on Inlet Dr. Neil questioned if it was time to move forward with small claims court. Greg stated we needed to have a penalty phase as right now we can't do anything. Chris stated that the previous Board members questioned if we were a real POA and had the authority to collect dues. Neil stated that it has been clarified that we are a legal non profit POA. Chris suggested we do a newsletter first. Greg agreed and said people are talking about increased dues. Neil stated there are no plans at this time for that. Cameron Magness suggested tabling the bylaws for now and focus on deed restrictions. Neil stated road repair is always a top concern, and there is no way to know how long some will last. Chris stated they should last about 7 years per the data he collected. Neil asked Cameron to take on road repair analysis. Chris stated Shadow Lane needed to be completed and our quote was \$9200. Neil suggested asking Commodore Cape Board President about coordinating efforts with us for roads to reduce cost. Connie Foley stated to show property owners the 5 year forecast and ask if they want no roads or increased dues. Chris and Neil stated they will collect data and present to property owners. Greg asked about using a 3rd party for road repairs and that other Counties use third parties already. Neil stated Cameron would review this.

Chris thanked Neil for stepping up on day 1. Neil stated he has been going through all the paper records he was given. Cameron offered to do document control and go through all we had and store electronically. Chris stated he can give Board members access to G drive, chose how many based on cost. Neil stated he is still going through the boxes of documents and we will need to shred some older than 7 years and some should be posted. Neil brought up our current tax issue and stated there has

been no filing since 2015. Neil also stated we needed to file a 990 form. Neil stated that none of the EIN numbers we have are legitimate. Chris stated we needed to get a new EIN number, get taxes together and file. Neil stated we needed new EIN number before changing names on bank accounts and speaking with a tax consultant is urgent. Neil also stated we needed to consider investing money somewhere else.

July 4th weekend fundraiser discussed between Neil and Stephanie Bowdoin. Neil requested the fundraising committee meet and formulate a plan to present to him.

Neil asked Greg to head up the Architecture committee and stated we needed a structured way to approve instead of loose paper. Greg agreed and said we need clarification. Neil said that we would keep those on electronic record also. Neil stated that property owner did not follow his approved plan and asked Greg to look into it.

Connie asked who was maintaining the boat ramp. Stephanie stated that we have various volunteers but nothing written or a schedule. Connie asked about a new sign at front of neighborhood for advertising and that she will investigate this. Neil stated we needed volunteers to help clean neighborhood. Connie volunteered to be Secretary Assistant to Stephanie.

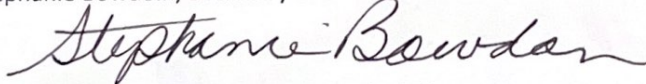
Neil said the Yard of the Month Committee was currently Jill Pauly and Callie Long.

Neil requested all Board members attempt to squash any rumors, Chris stated we needed to communicate more regularly. Neil stated he hoped to post weekly to keep property owners updated. Chris and Neil both stated since we are a POA we needed to change name to be in alignment and that new EIN is #1 priority. Chris brought up that a dba costs \$10 if we wanted to go that way.

Adjourn: Stephanie made motion to adjourn, Chris seconded motion. Meeting adjourned at 7:40pm by Neil Cramond

Minutes Attestation Statement: The above minutes are a true representation of what transpired at the meeting to the best of my knowledge.

Stephanie Bowdoin, Secretary of the Board of Directors



Neil Cramond, President of the Board of Directors



5/18/23 signum

Stephanie Bowden

Neil Camond

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