

Minutes of the Tenth Annual Membership Meeting of the Cove Pointe Owners Association, Inc.

Date: Wednesday, September 24, 2015
Time: 6:00 p.m.
Location: St. Andrew Bay Yacht Club Sailing Center
218 Bunkers Cove Road, Panama City, Florida 32401
Attendance: Officers & Directors: Buddy Dye, President/Director; Chris Reiss,
Treasurer/Director; Tom Neubauer, Secretary/Director; Harry
Breland, Director

Members/Lots:

1 Donna Baird (Lot 32)
1 Nancy and Harry Breland (Lot 16)
1 Cordon and Dawn Christ (Lot 10)
2 John "Buddy" Dye (Lots 24 and 25)
1 Jimmie Hamilton (Lot 15)
1 Tom and Margaret Neubauer (Lot 34);
1 Laura McClain (Lot 33)
1 Mable Neel (Lot 3) by Proxy
1 Tammy Newton (Lot 17)
15-B Christine Reiss as representative for Cove Preservation Partners, Inc., for
lots 8,32,36,43,44, 46, 47, 48, 49, 50, 51, 52, 53, 54, 57 and 58 – Class B Votes
1 Christine Reiss (Lots 42)
1 Gloria Resnikoff (Lot 27)
1 Mary Riehle (Lot 41)
1 Steve Segrest (Lot 22)
1 J Carey Scott (Lot 5) by Proxy

Class A Votes: 15

Class B Votes: 15

The meeting was called to order at 6:00 PM by Buddy Dye.

- (1) Election of Meeting Chairman: A motion was made and seconded by to appoint Buddy Dye as meeting chairman. The motion passed by unanimous vote.
- (2) Call of Roll and certifying of Proxies: Attendance was taken by individual sign-in and the number of attendees constituted a quorum. A total of Class A members were registered (per above) and 15 Class B members for a total of 30.
- (3) Proof of Notice of Meeting: Buddy Dye noted for the record that the meeting had been properly noticed. The statement was executed by Tom Neubauer as Secretary/Director. (attached)

- (4) Minutes of Previous Annual Meeting: A motion was made by Christine Reiss to approve the minutes of the September 24, 2014 annual Meeting. The motion was seconded by Tom Neubauer and the minutes were approved by unanimous vote.
- (5) Report of Officers: Mr. Dye reported that lot bush-hog work was budgeted for four times annually and continues to be completed on a satisfactory schedule.
- (6) Financial Report Christine Reiss reviewed the association financials and explained each income and expense item. Mrs. Reiss also discussed the current income and expense details used to draft the 2016 budget which was adopted by the board in August 2015. The account balance reported as of the date of the meeting was \$35,409.06. Mrs. Reiss projects expenses through year end that will result in a 2015 year-end balance of \$25,455.88. As of the meeting date, three property owners had not paid their 2015 annual assessment, however Ms. Reiss anticipates these funds are typically just an oversight by the owners and will be collected. It was also noted that the 2016 dues assessment revised downward from 2015 to \$400 per lot will cause a \$7,265 shortfall and the end of 2016 and should result in an \$18,000 account balance in surplus, conservatively projecting just two lot transfer fees. Mr. Dye recalled that the voluntary \$25 per lot contribution by the owners of vacant lots has helped make the lot-mowing program successful, as almost all owners of vacant lots made the voluntary contribution, including the 15 developer-owned lots. It was further reported that the park funds balance is currently \$9,500. These funds are available for use at the discretion of the Association. Some park funds were used in recent years to improve that area with trees and landscaping.
- (7) Report of Committees: None
- (8) Election: The members agreed to open the election for 2016 directors and Christine Reiss explained the option of the membership to waive the requirement for inspectors by allowing a verbal (non-ballot) vote. It was noted by Mrs. Reiss that the class A members may elect two directors and class B members may elect three. Mrs. Reiss advised that the class B members would reappoint the current class B officers, Dr. Roger Spencer, Christine Reiss and Tom Neubauer. The members in attendance were asked if anyone would be interested in serving on the board and there were no responses. Therefore, Mr. Neubauer made a motion to retain the same slate of class A members, Mr. Dye and Dr. Henry Breland. The motion was seconded and passed unanimously.
- (9) Unfinished Business: ARB Chair, Nancy Breland, discussed two initiatives of importance to the Architectural Review Board. (1) The ARB would like to adopt rules for lighting in Cove Pointe and referred to several basic concepts that would provide general guidelines for exterior lighting. It was agreed that some graphics describing preferred lighting solutions would be posted to the Cove Pointe website. There was also discussion about the need to adopt general guidelines for the use of solar panels. Mrs. Reiss noted that the association cannot prohibit the use of solar based on statutory law, however the ARB could adopt guidelines to assure reasonable placement of solar panels. It was also suggested by Tammy Newton that the "best of the old Cove" photo depiction be placed in color on the Cove Pointe website to

help prospective homeowners with acceptable design guidelines. There was ongoing discussion about the value of requiring prospective homeowners to provide plans which have been created or reviewed by an architect to assure quality designs and good symmetry of exterior elevations.

Sidewalks: Mrs. Reiss provided some background information on the provisions in Cove Pointe declarations which required construction of sidewalks by lot owners within two years. The target date was first extended by the membership in an annual meeting to preclude the need for sidewalk construction through 2015. Given the likelihood of unsightly appearance of sidewalks in front of undeveloped lots and probability of the sidewalks being damaged during home construction, it was agreed by the membership that this provision would be extended through 2018. The motion was passed unanimously.

Lighting: There was discussion about the neighborhood street lighting and certain areas (particularly around the traffic circles) which seem to be dimly lit. Mr. Dye and others did not concur that the level of lighting presented a safety issue and no formal action was taken.

With no further business to discuss, Mr. Dye thanked the members for attending and called for a motion to adjourn at 6:58 PM.

Cove Pointe Owner's Association, Inc.



Tom Neubauer, Secretary

These are draft minutes subject to review and correction at the next annual meeting.