

Minutes

Sweetbay Board Meeting

December 10, 2021

Following the 2022 village budget meeting, the Sweetbay board met at 3:20 PM via Zoom. Board members in attendance were: Dale Desmond, Joanne Harris, Ted Kenny, Gordy Schnabel and Dennis Wallrath. Tracy Laurette (Community Association Manager); Amy Westby (Assistant CAM) and Laurie Snyder (Property Maintenance Office Manager) were invited to participate in the discussion of the upcoming village home painting process.

The Board approved the minutes of the October 20, 2021 meeting.

The Sweetbay Village homes, pool house, and entrance structures are scheduled to be painted in the August – September timeframe, weather permitting. The POA will prepare an RFP for the paint contract requesting quotes for both an 8-year and a 10-year paint and will discuss it with the board in January prior to sending it out for bid. Lisa Andrews (Benjamin Moore Paint Rep) is the person who will issue the RFP, coordinate the paint process, and will “sign off” on successfully completed work. Joanne emphasized that the homeowner must also be in agreement that the work has been successfully completed.

Financial: Once the village board awards the contract, the village budget will be charged a 10% deposit. The contractor is paid in installments once the completed work is determined to be acceptable.

Tom Haley (employed by HR Maintenance) inspects the exterior of homes every quarter for maintenance work/repairs that homeowners need to make. He notifies each homeowner, in writing of repairs needed and the village president also receives a copy. Homeowners can use Tom and the HR maintenance team to perform the repairs or hire an outside contractor. If they hire an outside contractor, Laurie asked that the homeowners let her know when the repairs are made. The painting contractor will power wash the homes prior to painting. Sometimes the power washing uncovers additional repairs needed. It is especially important to have all repairs done prior to painting. The POA will send out a note to homeowners in January that the paint cycle is approaching. The homeowners are responsible for approving the paint job and ensuring the proper paint palettes are used.

Jeri Brubaker (Grounds, Field Supervisor) needs to be in the loop regarding the paint cycle so that a hardcut of shrubbery can be done within one or two months prior to painting.

Joanne commented that the pool fence painting was starting to chip, especially near the entrance gate. Tracy will have the fence inspected and determine if it is still under warranty, or whether it needs to be repainted using a marine paint.

Committee Reports:

Treasurer –Dale Desmond stated that the financial report remained as previously presented. She noted that the only change was the charge to repair the leak at the pool. The repair cost a total of \$1500.00.

ARB – Ted Kenny stated that the ARB request process is working.

Landscaping – Dennis mentioned the email he sent to Andy Harris in response to complaints about landscaping in the village. Dennis recommended that he and Joanne meet with Michael Salerno, Russ Reed and other management to discuss landscaping concerns. Ted recommended that Joanne send a note out to residents asking for their concerns about landscaping and that he predicted that most complaints will be about irrigation. Gordy suggested that the board institute a policy that the head of the village landscaping committee chair (Dennis) be the only point of contact with the landscaping team to include Gerry, Chris and Jose. All complaints should come to Dennis and he discusses the complaints with the landscaping team. Dennis said he will make a list of complaints.

Social – Joanne said that the holiday party, hosted by the McCleary's was a huge success. She said that Kathy Kenny is organizing the progressive dinner scheduled for January 15.

Old Business:

Drainage – The only drainage issues mentioned were by the Dugas's in response to Joanne's notice to homeowners. Gordy mentioned that the swale in the cart path entrance next to his home was causing drainage issues. Joanne said this is a POA issue and she would discuss it with maintenance.

Board Elections - Joanne mentioned that Ted and Dale are leaving the board after the village annual meeting. Joanne asked that all board members prepare a list of their responsibilities so new board members can refer to the list. The board agreed that we would send a notice out to village residents two months before the annual village meeting asking for residents to come forward if they are interested in serving.

New Business:

There was no new business.

Joanne adjourned the meeting at 4:51 PM.

Submitted by Gordy Schnabel

Secretary