Seven Coves Association, Inc.
Monthly Board Meeting Minutes
Tuesday, March 26, 2024
Seven Coves Clubhouse

Call to order: 5:30p.m. Don Chronister called the meeting to order and immediately recessed into Executive Session. Executive Session adjourned at 6:28pm.

Seven Coves Board Members Present:
Don Chronister, Larry Roberts, John Shepherd, Bill Valka, and Tim Steinmuller

IMC Representative Present:
Melissa Bessey and Tammy Perry

Reconvene Open Session – Don Chronister reconvened Open Session at 6:35 p.m.

Executive Session Summary – Don Chronister summarized actions taken in Executive Session:

- Board Roles and Responsibilities were tabled until May.
- Collections. Larry Roberts made a motion to write off $7,934 in uncollectable debt from account 611130827 and to write off $4,168 in uncollectable debt from account 611140617. John Shepherd seconded the motion; motion carried 5:0.
- Axela Contract – John Shepherd made a motion to approve the Axela contract for collection of delinquent accounts. Larry Roberts seconded the motion; motion carried 5:0.
- Collection Policy Review – The policy adopted on 3/28/23 needs to be updated with invoice mailing dates and turning accounts over to Axela or an attorney. Tabled until May.
- Marina Patrol Hours
    - 4/1/24 – 5/23/24
        - Thursday – Sunday, 9am – 4pm
    - 5/24/24 – 9/2/24
        - Wednesday – Thursday, 9am – 4pm
        - Friday – Monday, 9am – 9pm
    - 9/3/24 – 12/24/24
        - Friday – Sunday, 9am – 4pm
- Marina Evictions. All marina slips with rent past due 30 days or more will be chained.
- Deed Restriction Violations – the Board recommended action on 3 violations.
- Legal Matters – no Board actions were required or taken.

President's Report given by Don Chronister, President
March 2024 Newsletter from the President

Welcome everyone,

To give you a breakdown on the clubhouse ADA progress, we have received one verbal bid from an architect for approximately $10,000.00. We are now waiting on a second bid. Once we have received the two bids and the plans have been drawn up, the next process will be to contact three contractors to bid on the construction.

It was requested by a resident to have a Dead End street sign placed at Kingston Cove and Pleasure Lake. I contacted Precinct One and requested the sign to be installed. It was installed the next day. While making the request I was told that Seven Coves is getting a face lift by replacing all signs and poles in the subdivision. The stop signs will be larger as well as the street signs. The street signs will have the Precinct One logo on them. All poles will be galvanized and will not be painted yellow. We are the first subdivision to get this upgrade which should start in late April early May.

The sidewalks going to the tennis courts and to dock 4 have been completed. Thanks to Shep, he was able to negotiate a low bid on this project.

On April 7'h from 2-Spm Seven Coves will be hosting an open house inviting wedding party vendors to showcase their services and to show off our clubhouse. This event is being hosted by me, Stephanie Davis, and Melissa Bessey. Stephanie has invited sixteen venders to this event. This has been advertised on several social media accounts as well as each of the hosts' Facebook accounts. Our hope is to attract future renters.

Thank you for attending tonight's meeting and we hope to see you on April 14th for our Members Annual Meeting.
Don Chronister
President Seven Coves HOA

Minutes – Larry Roberts made a motion to approve Board meeting minutes from 2/27/24. Tim Steinmuller seconded the motion; motion carried 5:0.

Financials – Tim Steinmuller reviewed the balance sheet and statement of incomes and expenses for 2/29/2024. Larry Roberts made a motion to approve financial reports for 2/29/24. John Shepherd seconded the motion, motion carried 4:1.

Committee Reports

1) Architectural Control Committee – Robert Yetter reported that 9 applications have been processed since 2/27/24: 3 were approved, 2 were approved with conditions, 1 was denied, and 3 were still under review. Project types included patios, a porch addition, a replacement roof, a boat dock, a garage, and a fence.
2) Marina Task Force – Bill Valka reported that marina occupancy rates continue to decline.
3) Manager Reports by Melissa Bessey
   a) Deed Restriction Violations – Since 2/27/24, 10 first notice letters were sent, 5 second notices were sent by certified mail, 3 violations were sent to the Board for review, and 15 violations were closed.
   b) Marina Occupancy Report – Total slips = 243. There were 72 vacant as of 3/22/24. 66% occupancy in March, down from 68% occupancy reported in February 2024. There were 25 delinquent slips as of 3/22/24. Bill Valka clarified that 10 designated for use by The Landing do not generate revenue.
   c) Boat Slip/Clubhouse/Trailer Inquiries since 2/27/24: 9 boat slip, 7 clubhouse.

New Business

1) Bids for Architect for ADA Compliant Renovations. We have received one verbal bid from an architect for approximately $10,000.00 to design the changes needed to comply with ADA standards. We are now waiting for a second bid. Once we have received the two bids and the plans have been drawn up, the next process will be to contact three contractors to bid on the construction.
2) Business Plan – tabled until May.

Old Business

1) Charter for Marina Task Force, tabled from February. Tabled again until May.
2) Boat Launch Passes for non-residents, tabled from February. Tabled again until September after the busy boating season.
3) Pickleball court. John Shepherd pointed out that the concrete slab the tennis court is on needs repair and resurfacing. However, the cracked concrete does not inhibit play currently. Bill Valka and John Shepherd will present bids for striping the second tennis court with pickleball lines at the next Board meeting in May.

Actions Taken Between Meetings

No executive actions were taken between Board meetings.

Adjournment: Don Chronister adjourned the meeting at 7:03 p.m.

Candidate Forum: Larry Roberts facilitated the Candidate Forum. There were four candidates for two positions. Board Candidates were given ten minutes to speak to the property owners and take questions.

Meeting closed at 7:42p.m.