



3/27/2024

Minutes of Meeting

Approved 5.25.2024

The Board of Directors meeting was held Wednesday, March 27th, 2024 at 10:00 a.m. in the Summerwinds Clubhouse at 6323 Thomas Drive, Panama City Beach, FL 32408.

Board members present: Angie Hart, Gail Pugh, & Lee Parker. Brad Boucher, North Johnson, & Mac McArthur by phone. Lisa Butler had an excused absence.  
Managers – Matt Johns & Katie Patronis present.

Owners present: Suzanne Steinke 901, Ed Downs 504, Paul Hansen 704, Sara Keith 403, Janet & Bruce Poulik 1106, Calvin Schernch 1004, Helen Brown 401, Ralph Hoek 801. By Phone- Bill Willis 206, Judy Parks 304, & Tony Daughtry 103.

Call to order at 10:00 a.m.

Pledge and prayer.

Roll call to establish quorum.

Proof of notice was verified.

Lee Parker made a motion, seconded by Gail Pugh, to approve the Meeting Minutes from February 3<sup>rd</sup> 2024. With the corrections made to insert the word “on” on page 2 and adjournment at 11:40 am, motion passed unanimously.

President Angie Hart explained some transactions expensed out of the Hurricane Account. Gail Pugh made a motion, seconded by Lee Parker, to approve each payment from the Hurricane Account in the amount of \$1,415, \$475, and \$48.87 to Burke Blue for legal fees.

Angie Hart announced that, on the advice of our attorney, Summerwinds small claims lawsuit with Ultimate Environmental Solutions (UES) was settled in the amount of \$10,000.

Matt Johns gave the Manager's Report. He explained that Summerwinds has engaged with Howell CPA as the accounting firm for 2024. The new CPA was recommended by our new bookkeeping company. The Emergency Maintenance Manual was updated. The Emergency Elevator Extraction section was changed based on changes made to the elevator operating system. The pool infractions indicated in the FL Health Department inspection report from 2023-2024 were corrected and the pool certificates were issued for 2024-2025. During B&C Fire Safety's domestic backflow inspection from 2023, they indicated that the domestic water valve was not going to pass inspection for the following year in 2024 and needed to be replaced. The water valve was replaced in March as needed. He also explained that the recent elevator outage was caused by the door lock monitoring system.

There was some discussion between owners and manager about the color of the parking lot lights, lead time on elevator parts, and water heater ages.

Matt Johns explained the process of choosing an insurance agent for Summerwinds in 2024. He said the main criteria was experience in condo policies, being local and receiving the quotes in adequate time. He announced Bob McLendon with Fischer Brown and Bottrell Insurance are recommended as SummerWinds insurance agent. Bob has 40 years of condo insurance experience as well as being local to the area.

Lee Parker made a motion, seconded by Gail Pugh, to approve Bob McLendon with FBB Insurance to be the insurance agent for Summerwinds in 2024. Motion passed unanimously.

Angie Hart explained the Structural Integrity Reserve Study is required to be done by the end of 2024 and that Summerwinds is going to make the first year repairs indicated on the Milestone Inspection Report to the property this year. After Summerwinds has completed the SIRS, the rest of the repairs will be appropriately planned.

Angie Hart announced that the manager Matt Johns has recently received his real estate sales license and that Summerwinds has several units for sale.

Meeting adjourned 11:01 AM.