

# Swan Lake Estates Board Meeting Minutes

October 10, 2023

- I. Call to Order: 6:00
- II. Donna- Introduction and updates:
  - a. Enter into October minutes that BOD voted for Pier Bid by Diversified Solutions via email on 9/28/23: Donna, Juliane, Don, Karol, Frank, Michelle voted yes. Bart, Philip, Scott did not vote. *Philip responded by giving his vote by proxy.*
  - b. Fountain-
    - i. deposit sent Oct 2 to Diversified Solutions. Started October 9 and completion expected Oct 12.
    - ii. Enter into minutes update of bid due to increase in paint cost. *The bid is saved in Cloud documents. The adjusted bid cost is \$4895.25. The painting started today.*
    - iii. Donna presented the unsatisfactory Quarterly trimming by Just-In-Time. Brian Cumberland, our representative, took care of it.
  - c. 3<sup>rd</sup> Quarterly Meeting thoughts. **Karol:** thought BOD did a great job, people were rude, Phase 1 Unit 1 was split. **Frank:** said a resident (P 1 U 1) who stopped coming to meetings 20 years ago and was very happy with the meeting and supports the special assessment. **Bart:** he said BOD did great job and believes that many people support us. We need to have an engineer to analyze the pool before renovation. **Michelle:** was so happy how we handled the negative comments. **Don:** overall was very happy with the meeting, positive comments. **Juliane:** glad how meeting went but frustrated with the overall sentiment that there will be delay in pool renovation. **Philip:** asked if we could zoom Quarterly meetings. We will investigate to do only for Board members cannot attend. **Donna:** overall meeting went well, controlled the negativity, included the knowledge of a few residents in attendance, ie-for Bylaws. Based on a resident accusing Donna of lying that SLE does not own the lake and various properties, she called Harrison County to get official copy of deed to properties. She and Juliane will go to the office to obtain official copies. She and Juliane will pull out questions from the Quarterly meeting minutes. Copies of the minutes were handed out for everyone to read and update for Juliane to amend for approval via email.
  - d. 4<sup>th</sup> Quarterly Meeting scheduled at Coast Electric December 7 at 6 pm. Don asked when sign should be posted. Bylaws say notice must be given 2 weeks prior to meeting. Don and Sue will post accordingly.
- III. Approve September BOD meeting minutes: *Juliane made motion to accept-Bart and Frank 2<sup>nd</sup>, all accepted. 3<sup>rd</sup> Qt Meeting Minutes- see above.*
- IV. Oversight Committee: at 3<sup>rd</sup> Qt Meeting Buck Lawrence explained purpose and functions, will lead committee, and asked for volunteers. Mr. Allen Jenkins volunteered. *Buck emailed update of OC:*  
*Committee update:*
  - 1.) two volunteers to date. Hope to secure a third. They are: Violet Brantley and Alan Jenkins.
  - 2.) planning a first work meeting in October to establish a Scope of Work program.
  - 3.) present this work program at November Board meeting with any questions.

4.) start interviewing Board members and gathering data in December.

V. Committee/Amenity Reports

- a. Treasury Report – Frank Scott. *Frank did not receive monthly reports. He emailed w/no response. He will follow up tomorrow. When he receives it, he will send it out to us with his comments.*
- b. Landscaping Contractors comparisons; when did HOA hire Just-In-Time? *Frank: handed out and explained Contractor Requirement Sheet for all future vendors. Donna shared the current costs with Just-In-Time. Michelle asked to get the overgrowth along the fence line of Sports court side under powerlines. This will be an additional cost, and Frank will ask for Just-In-Time to provide bid for that section. Quarterly trimmings were defined by areas. Frank estimates HOA hired Just-In-Time around 2018, give or take a year or so.*  
*Side Bar: Frank suggested we BOD members put our bios with our photos on the website. Karol said that we are voted in and residents should accept us. Otherwise, we can step down and others can fill our shoes. Bart added his opinion to concur with Karol.*
- c. Social Committee-Michelle Ladner – Fall Festival Social status: *October 28, 10-4. Minimal vendors. No Christmas plans as of now. She prefers not giving a gift card for best lights/decorations. She and Philip said the recognition is good enough- all agreed. Donna received information from Summerfield about their “Trunk or Treat” on October 31, if we would like to share with residents.*
- d. ACC – Don Newton *nothing new to share.*
- e. Sports Court-must be finished ASAP or we hire a contractor to finish. *Bart said he will do according to weather. Donna emphasized to get it done ASAP, before 4<sup>th</sup> Quarter meeting. Let us know if he needs help.*
- f. Pier renovation -share email from resident-wanted BOD to use a volunteer contractor. *Donna shared response to email that BOD already voted to hire a professional, insured contractor. Work will begin this week.*
- g. Pool Plan-Hire and engineer/pool inspector: *Juliane got name of engineer – Bobby Knesal. Frank suggested to use neighbor Mark Moore of Gulfport Water Park. Juliane and Donna already emailed him. Donna reminded BOD of the many comments made at 3<sup>rd</sup> Qt meeting to obtain an engineer’s report before pool renovation. Her opinion is we must get engineering report. Juliane made the motion to hire an engineer to analyze pool, Don 2<sup>nd</sup>, all approved.*

VI. Additional Items:

- a. *Move annual assessment: Plan to move it to July after amending Bylaws. Frank’s plan to send out statements in November for Jan-June 30, 2024 Annual Assessment payment of \$175 due Jan 1, 2024; send second statement in May for second payment due July 1 \$350 for 2<sup>nd</sup> half of 2024 and all money due of 2025. This last amount may change if we can raise Annual Assessments Dues for 2025.*
- b. *Karol shared her findings of people parking on their grass. Michelle asked if we found violations guidelines from past. No official records found yet.*

VII. Adjourn meeting 7:37 pm Bart motioned to adjourn the meeting, Michelle 2<sup>nd</sup>. All agreed.