**TOWN & RIVER CIVIC ASSOCIATION, Inc.**

**BOARD OF DIRECTORS MEETING MINUTES [Unapproved] South Pointe South Clubhouse Thursday, May 11, 2023**

**CALL TO ORDER** – President Craig O’Donnell

**OFFICERS, DIRECTORS, & RESIDENTS PRESENT**

A quorum was established.

Present: President Captain Craig O’Donnell, Vice President John Kristobak, Directors, Renee Notes, Martha Smith, Kay Gloris, Gary Hudson, Marge Byrne,Myriam Lentz and Anne Marie Aeschliman

Absent: Tom Aeschliman, George Winn, Mark Generales

**APPROVAL OF MINUTES** – April 9, 2023, minutes were approved.

**TREASURER’S REPORT** –  Financials were emailed to the Board.

* Outstanding Dues-Reminder Letters
* Late Fees are not levied due to DOR
* Fines with Interest may be imposed for properties in Units 11, 12, and 13
* Motion to approve financials-all in favor

**DEEDS OF RESTRICTION/ARCHITECTURAL REVIEW COMMITTEE**

* Enforcement of DOR
* Discussion of steps and process to enforce
* Mechanism to enforce
  + Date certain for all DOR enforcements
  + Vote by Board
  + Legal steps
* Possible Changes to Amended, Restated, & Combined Deeds of Restriction (ARCDOR) to be made through summer break and reviewed by an attorney for legal clarifications and application of law. Once the proposed changes are approved by Board and legal counsel, changes will be submitted to owners for a vote either at a special meeting or at annual meeting in January 2024. Two-thirds of owners present in person or by proxy will be required to amend ARCDOR.

**OLD BUSINESS**

* Dredging complete and restored to pre-hurricane Ian depths.
* (4) New Real Estate Signs presented by Myriam. Voted, motioned and approved new signage
* Disseminating information to realtors and homeowners on new signage requirements-Myriam to write letter to be published in Town & River Newspaper for Board approval June 8, 2023
* New signage to go into effect July 1, 2023
* Homes on market signs prior to July 1, 2023 be grandfathered in use
* New signage to be written into the new DORs (Deeds of Restrictions)

**OLD BUSINESS (Con’t)**

* Renee presented proposal and prototype of new Welcome Packets for review
  + Publish 600 pieces of Welcome Packets to be distributed to existing homeowners with 100 pieces in reserve for new resident homeowners
  + Cost for publication not to exceed $1,500 motioned and approved
  + Discussion of incentives for homeowner’s business’ to be included in Welcome Packet to attract homeowners to their place of business
  + Welcome Packets to include
    - Town & River Web site address
    - Quick guide to DOR Rules & Regulations
    - Directors to deliver Welcome Packets to homeowner

* North Town & River Dues
  + Encourage more homeowners to participate in paying non-mandatory dues
  + Homeowner offer to help with the increasing participation by connecting with homeowners and describing benefits of joining (Tim)
* Street Directors procedures, responsibilities - finalize a process
  + Captain Craig to compose bullet point email for street directors
  + Follow up on violation letters to encourage compliance
  + Distribution of Welcome Packets

**NEW BUSINESS**

* Entrance Signage
  + Needs replacing due to damage
  + Build plan for replacement
* Build membership participation in email blasts
  + Encourage homeowners to register their email address as part of the directory.  Currently 38 members have registered
  + Build to 60 percent membership email addresses for the ability to email blast to incur cost of email blast.  Motioned and approved
* Membership Directory Drive
  + Encourage homeowner to provide email information with registration

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**Town & River Board Meeting**

**May 11, 2023**

**ADJOURN**