

## **Carillon Beach Association/ Carillon Beach Institute Agenda**

Board Meeting Friday, February 21<sup>st</sup>, 2025 at 9:00am CST / Online Platform

MEETING MINUTES- Approved at May 24, 2025 Board Meeting

### **Carillon Beach Institute Agenda**

1. Call to Order – R. Dunn- 9:02am Meeting called to order
2. Call of Role / Establishment of Quorum – R. Dunn- Quorum was established- 5 Board Members present- R. Dunn, B. Thomas, K. Ross, J. Zimmerman, M. Huffman
3. Proof of Due Notice of Meeting – R. Braniff- Meeting notice was sent to all owners electronically 48 hours in advance of meeting and was posted at mailbox kiosk
4. CBI Financial Review- 2024 Update- J. Zimmerman- John reported a good financial year for CBI. We had an increase in wedding revenue that exceeded budget. We exceeded budget on the bottom line and ended year with a solid net income, which was an improvement compared to a loss in 2023.
5. Adjournment- 9:03am

### **Carillon Beach Association Agenda**

- Call to Order – R. Dunn- 9:04am Meeting called to order
- Call of Role / Establishment of Quorum – R. Dunn- Quorum was established- 5 Board Members present- R. Dunn, B. Thomas, K. Ross, J. Zimmerman, M. Huffman

- Proof of Due Notice of Meeting – R. Braniff- Meeting notice was sent to all owners electronically 48 hours in advance of meeting and was posted at mailbox kiosk
- Approval of Minutes from December 7, 2024 Board Meeting – R. Dunn- Motion to approve: J. Zimmerman, M. Huffman- 2<sup>nd</sup>. Vote 5-0
- CBA Financial Review- 2024 Update – J. Zimmerman- John reported we exceeded our revenue budget with HOA Construction fees and wedding revenue. Expenses were managed well, and we ended last year with a positive on net income. John reported on Reserves for long term capital projects and unexpected repairs. We ended 2024 with \$1,080,000 and we are happy to report we will be contributing \$200,000 to 2025 Reserves.
- Mailbox Station Refurbishment- R. Braniff- Rob discussed the history of the mailbox station. It appears the mailbox stations may be original (30+ years). The boxes are deteriorating, door hinges are oxidizing, and we are not able to get replacement parts to do repairs. Solution is to replace all the mail station banks with USPS approved units. J. Zimmerman made motion to make renovations to the Carillon Mail Station, including new mailboxes totaling up to \$32,000 and related construction costs of up to \$5,000. Funds to be paid out of Reserves, as per our Reserve's Study/Schedule. B. Thomas- 2<sup>nd</sup>. Vote 5-0
- Design Review Update- B. Thomas- Bob reviewed owner responsibilities and the submission process for Design Review compliance. Bob gave examples of interior and exterior examples that require Design Review approval.

- Safety & Security Project Update- M. Huffman/ R. Braniff- Matt discussed the timeline review for the Safety & Security Committee, their recommendations, and the Board approving the initiative at Carillon for Phase 1 & Phase 2. Rob discussed the specific project dates of the implementation of Phase 2 and the expected 'go live' date for the amenity and walkover gate access.
- 2025 Event Calendar – J. Miller- Joell discussed the event calendar for 2025 and some new events the HOA was excited to roll out for the community.
- Closing Comments- R. Dunn- Randy made a presentation regarding the annual election process in the community. He provided a historical view of how the community has voted in prior elections, and most importantly the utilization of our online current platform myHOAst to support....
  - Election Integrity
  - Reaching Quorum
  - Creating Convenience and Ease of Voting
  - Inclusion to Vote When Not in the Community
  - Confidentiality

Everyone in the community should understand the election process for the community and trust the process utilized.

- Owner Questions / Comments- Homeowner thanked Randy and the Board for their guidance. Homeowner asked about term limits for board members.
- Adjournment- 9:44am