

Carillon Beach Institute / Association

Board Meeting Agendas / June 11th at 9:00am / Meeting House / Virtual

Carillon Beach Institute Meeting Agenda

1. Call to Order – T. Clark 9:02am
2. Call of Role / Establishment of Quorum – T. Clark 5 Present in Meeting House
3. Proof of Due Notice of Meeting – R. Braniff Posted on Kiosk and via email 48 hrs ahead
4. Approval of Minutes from May 15th Meeting – T. Clark (joint meeting) Motion: (R. Coad) / 2nd: (R. McMillan) / Vote: 5-0 in favor
5. CBI Financials – S. Nail (5 min.) Discussed impact from Wedding Revenue Loss due to Covid-19 / YTD Cash Positive / I&E – Expenses less than budget
6. Meeting House Renovations Financing – S. Nail (10 min.) Discussed current revenue vs expenses (\$163k vs \$133k) and weddings bringing in roughly \$80k. / Discussed it being roughly \$400k to renovate as well as totally rebuild / Mike Hunnicutt gave an opinion and will continue to look into contractors buy in / (S. Nail) Continued discussion about the possibility for CBI to sell the Meeting House to CBA, then CBA takes out a loan for 5 years, then could rent the Meeting House back to CBI for life of loan. / Also discussed delaying the project to the second half of 2021. / Discussion about needing DRB buy in whatever the scope gets changed to. / Also discussion about a potential Special Assessment to fund the project.
7. Anchorage Food Drive – T. Clark (5 min.) ACH looking for partners in this effort, which will culminate with a distribution on July 10th. The idea would be for Carillon to conduct a perishable food items drive and communicate via emails, kiosks, signs and to put a collection box by the meeting house. Motion: (T. Clark) To support Food Drive not to exceed \$500 / 2nd: (R. McMillan) / Vote: 5-0 in favor
8. Carillon Beach Weddings Resuming & 10% Discount – S. Guidry (5 min) Discussion on resuming weddings bookings at 50% (or whatever Governor Order declares). Motion: (S. Guidry) to allow weddings and bookings for future dates at the current governor order of 50 or less people. And also offer a 10% discount for new bookings for weddings that take place in 2020 / 2nd: (R. Coad) / Vote: 5-0 in favor
9. Adjournment: Meeting Adjourned at 10:00am

Carillon Beach Association Meeting Agenda

1. Call to Order – T. Clark 10:00am
2. Call of Role / Establishment of Quorum – T. Clark 5 Present in Meeting House
3. Proof of Due Notice of Meeting – R. Braniff Posted on Kiosk and via email 48 hrs ahead
4. Approval of Minutes from May 15th Meeting – T. Clark **Motion: (R. Coad) / 2nd: (R. McMillan) / Vote: 5-0 in favor**
5. Action Items Review from May 15th Meeting – R. Braniff Reviewed all items
6. Officer, Staff, and Areas of Focus Committee Reports (may include, but may not be limited to):
 - A) President's Report: (T. Clark) **(5 min.) Covid Update with a re-surgence in Bay County**
 - B) Financial Report: (S. Nail) – **(5 min.) Shortfall of \$6,600 / Expenses vs. Revenue even / Cash Flow positive**
 - C) DRB / Construction / Compliance: (R. Coad) **(10 min.) M. Hunnicutt gave an update on all compliance related projects and R. Braniff went over job sites list. / R. Coad updated the board on all new builds and potential logistical problems with certain sites. Motion: (R. Coad) To send a letter to owners of Lot A-11 to ask them to not rent home construction, out of a safety concern. If homeowner provides alternative parking solutions, then board would reconsider. / 2nd: (R. McMillan) / Vote: 4-0 in favor (one board member abstained)**
 - D) Social Events Update: (S. Guidry) a) Groovin' on The Green July **Consensus to Cancel remainder of season** d) July Homeowner BBQ **Consensus to Cancel / Parade, Committee, etc...Consensus to Cancel (10 min.)**
 - E) Manager's Report: (R. Braniff) **a) Maintenance Reports / Tree Trimming / Walkover Repairs & Retro-fit update Talked through Maintenance Reporting Weekly and the beginnings of the Walkover RetroFits and the staffing build up for garbage. Also, on the status of tree trimming around the property b) O'Connell 2020 Condition Survey Mike Hunnicutt commented on the items that O'Connell had listed on the report and that some of that might be grandfathered in and not applicable for us c) Annual Meeting Update Gave important dates and deadlines d) Board Meeting Schedule tweaking discussed revised Board meeting Schedule due to Covid-19 cancellations, etc... (10 min.)**
7. E-Bike Policy – S. Nail **(5 min.) Discussed the need to circle back up with Aaron on what to do next to record and implement**

8. Board Meeting Audio/Visual Capabilities – S. Nail **(10 min)** Discussed the best platform to use for the annual meeting, as far as a virtual meeting is concerned. Rob will investigate
9. Outdoor Grilling – S. Nail **(5 min)** Discussion on grill safety in general **Motion: (T. Clark) That grills in Carillon Beach cannot be left unattended during use / 2nd: (S. Guidry) / Vote: 5-0 in favor**
10. Virus Update / Pools Review – R. Braniff **(5 min)** There was discussion about continuing limited access to the swimming pools due to surge in number of COVID cases. Since there has been increased population in Carillon, two homeowners requested having access for homeowners only because they and their families have been unable to use the pools. Ross McMillan agreed to assess the interest of the Community on the desire for homeowner only pool and report back to the board.
11. Homeowner Comments: Limit 2 minutes per person and 10 minutes total **One homeowner comment**
12. Adjournment **12:50pm**
13. Executive Session