

**MINUTES – BOARD OF DIRECTORS  
YACHT HARBOR MANOR PROPERTY OWNERS ASSOCIATION, INC.  
MONTHLY MEETING  
October 23, 2019**

**MEMBERS PRESENT:**

Fred Jolowski – President  
Marianne Wiegand – Secretary  
Joe Chowanec - Treasurer  
Fred Dioguardi – Director  
Jim Moogan – Director

Nat Nason, Vice President – not present

**CALL TO ORDER**

Fred Jolowski, President, called the meeting to order at 6:30 p.m.

**PROOF OF MEETING NOTICE**

Meeting notice signs were posted at both entrances to YHM on Saturday Oct 19 prior to meeting indicating location and time.

**APPROVAL OF MINUTES FROM SEPT 25, 2019**

Minutes from September 25, 2019 were reviewed. Jim Moogan moved to approve, seconded by Josef, unanimously approved 4-0 (Fred D joined meeting right after this motion passed).

**UPDATES:**

Upgraded Street Signs – Jim is awaiting complete proof set from Kauff's Signs including location of signs, street names, etc. as indicated on construction street plans; We had one color printout of signs, i.e., STOP, Speed Limit 25, Caution Children at Play, etc. Jim moved to approve what we had, seconded by Fred D, unanimously approved. Jim provided Kauff's with the complete street plan, indicating page pertaining to sign locations and will follow up with them so Board can approve final proof with more details.

Beach Access – Jim reviewed information covered in Sept 25 minutes, confirming that the elevation survey should be completed within 2 weeks and will follow up on all that is needed from government agencies to move ahead with the access, which is shared with Palm Beach Isles. Efforts are being made to obtain all that is needed to move forward before the next turtle season begins which is March 1, 2020.

Landscaping and Christmas Decorations/Lighting – Marianne presented an estimate from S2F Services LLC in the amount of \$860.00 for services & materials to enhance front monuments and plant 4 small trees in middle islands. Fred D moved to approve this work, seconded by Jim Moogan. Marianne was also charged with looking into Christmas decorations for front monuments and middle islands with an expenditure not to exceed \$500. Fred D moved to approve, Josef seconded, unanimously approved.

Estoppel Letters – All requested estoppel letters are current, copies of which being housed in central files with bookkeeper, Kristy Higgins.

Possible Increase of Annual Assessment – This subject was coupled with Item #8 on our Agenda, scheduling of budget meeting for 2020. Preliminary review will be given to 2019 finances and Kristy will put together a tentative, working budget for Board's discussion/review.

Documents Regarding Rentals (posted on website) – Brief discussion given to this topic with more discussion to continue in the future.

Kristy presented an Open Invoice Report that indicated only \$750 still owed for past annual assessments but we received commitments that all will be paid bringing us to a zero balance owed by October 30, 2019. Kristy also provided a Balance Sheet for Board's review. Marianne affirmed that all contact information for homeowners is current and ready for mailing of 2020 annual assessment notices in either December or January.

### **MISCELLANEOUS**

Marianne was charged to have a stamp made for the Board's use in reviewing and approving plans needed by homeowners required by the City Building Dept.

### **ADJOURNMENT**

Having no further business, the meeting was adjourned around 7:30 p.m.

Respectfully submitted,

Marianne Wiegand, Secretary YHMPOA

October 23, 2019