



# Wiggins Bay

## Board of Directors Meeting, 1/24/2020 - Approved Minutes -

### **Board members present:**

- President – Ed Magnani
- Vice President – Herbert Bias
- Treasurer – Debra Russo
- Secretary – Joann Bibiarz
- Director – Susan McGill

### **Others in attendance:**

- Denise Ret – FirstService Regional Manager
- Jorie Holtman – Waggin Bay Foundation Property Manager

### **Call to Order:**

President Ed Magnani called the Board of Directors meeting to order at 9:00 am.

### **Certification of a Quorum:**

A quorum was established.

### **Proof of Meeting Notice:**

Proof of notice posted and emailed in accordance with notice requirements.

### **Approval of prior meeting minutes:**

*Joann Bibiarz made a motion to approve waiving of the minutes, seconded by Herbert Bias. With all the directors in favor – Motion Passed.*

### **Treasurers Report:**

- As of November 30, 2019 the cash accounts equal \$168,000; the accounts equal \$305,000
- A/P not posted yet
- A/R as of 1/22/20, 83 owners had not paid the annual fee
  - Equals \$114,000
- February 1, 2020 there will be penalty fees for those who haven't paid
- Debbie to meet with FS Residential

### **Old Business:**

- Walkway Update
  - The last completed section under the ficus will be raised up about 84 in. (7 ft.)
  - The final section to be done is targeted for July
  - One Queen Palm to be removed
- Elias Brothers and Lykins Contract update
  - Contracts did not get signed or to the vendor
  - Denise Ret expedited the painting – painting the poles to be finished today
  - Signs are still about 3-4 weeks out
- Proposal for Gatehouse electrical

- Bay Electric was going to provide a proposal to update the electrical on the outside of the gatehouse for the Christmas lights – no proposal received
- Bay Electric met Paula Davis back in November 2019 about lighting up the Palms and was to submit a proposal – no proposal received
- Straightening of directional marquee has been completed.
- Gatehouse procedure clean-up
  - Jori to meet with Ed to go over Gatehouse procedures
- Website insurance summary update
  - Declaration pages to be updated and uploaded onto website
  - Everyone to receive a second HD box for free
  - If you already have an HD box, it will drop off of your billing
  - If you have a DTA box, you'll be able exchange it for a HD box
  - Negotiated a 5yr contract that goes into effect on February 1<sup>st</sup>
    - Billing is \$59.99 /mo. that's included the Master dues and includes:
      - Internet for \$20.00
      - Video for 39.99
  - Internet speed was increased to over 250 Mbps
  - Summit personnel to distribute approx. 250 boxes
  - Two more email blasts to be sent out as reminders before the distribution

### **New Business:**

- Summits distribution of HD boxes
  - Email blast sent out – distribution will be next Wed. 1/29, and Thurs. 1/30
- New IQ maintenance agreement
  - Maintenance agreement on all moving parts for barrier arms
    - Service is once a month
  - Installed new bar code reader this year for \$7,000
  - Able to reduce the cost of the agreement due to the warranty's on the new items
    - Budgeted \$3,500, new agreement is \$2,750

*Ed Magnani made a motion to renew the rollover service agreement with New IQ for 2020, seconded by Herbert Bias. With all the directors in favor – Motion Passed.*

- Special projects 2021
  - Susan McGill mentioned the area in front of gatehouse gets over grown from year to year – Suggested looking at some different kind of plantings or potentially go to an landscape architect to get some sketches drawn up
  - Street lights / lighting issues
- Future Capital projects
  - Possible renovation of the gatehouse
  - Clean up of the banks and storm drain system
  - Tennis courts drain down to Harborside, puddles, then drains to lake
    - Clay clogs storm drains
    - Brick barrier could be increased – need proposal(s)
  - List all special projects and capital projects. Prioritize the list, vote
- New owner Welcome Package/Communication
  - Owners updating information on Wiggins website and on FirstService website, Connect – project to work on

- Valley gutter cleaning
  - Power wash all the valley gutters in the community
    - Received proposal for \$3,500
  - May look into further and/or get a few more proposals

**Adjournment:**

*Herbert Bias made a motion to adjourn the Board of Directors meeting at 10:12 am, seconded by Debra Russo. With all the Directors in favor – motion passed.*

Respectfully submitted,  
***Jorie Holtman, LCAM***  
Strand Property Manager