

# **Wiggins Bay Foundation, Inc.**

## **Meeting Minutes November 16, 2023**

### **Call to Order**

The Board meeting of the Wiggins Bay Foundation, Inc. was called to order at 9:01 am on November 16, 2023 via Zoom Meeting and teleconference by Sue McGill.

### **Proof of Notice**

The meeting notice was mailed to all owners as well as posted in a conspicuous location on the property 14 days in advance of the meeting date in accordance with Section 720 of the Florida Statutes.

### **Establish a Quorum**

#### **Present:**

Sue McGill, President

Chip Kaczynski, Secretary

Gina Chilcoat, Treasurer

Bill Knab, Director

Maureen Shallcross, Director

Janet Howard, Manager

Tim White, Manager

### **Approval of Minutes**

Chip Kaczynski to approve the minutes of the October 19, 2023, meeting as presented. Maureen Shallcross seconded the motion, and it carried unanimously.

### **Treasurer's Report**

Regina Chilcoat gave a report on the current finances. Vendors are all paid up to date and the Association is in good financial standing.

### **Manager's Report**

- a. New Property Manager: Guillermo Ruiz is no longer working with Paramount Property Management. Janet Howard, co-owner of Paramount has been filling in as an interim manager. Tim White was introduced to the Board and members as the new manager for the Wiggins Bay community. His first official day with Paramount is Friday, 11/17/2023.
- b. Front gate status of Dwelling LIVE installation and remote guarding schedule: A registration link was sent to all owners in September and a follow up notice was sent in early November requesting members to register with the Dwelling LIVE

- system. Maureen Shallcross shared her contact information for anyone needing assistance with the online system. Several components are in the process of installation and should be complete after Thanksgiving.
- c. Maintenance items completed and scheduled: Some street light repairs are underway. Payment has been provided to Stahlman landscape for the OPI landscape project. \*The Board noted that they have been notified Centurylink will be cancelling service to the Guard House. Management will get pricing for replacement service.

### **Old Business**

- a. Landscaping: completed, OPI and main road status, next areas, lighting: Deb reported the drain across from Villas was cleaned out. Maureen Shallcross reported the deposit for the OPI and main road project has been paid and work should begin in December. A meeting is scheduled next week with the irrigation vendor for Harborside and the Wiggins Bay irrigation vendor. The next project will focus on replacing utility boxes in poor condition. Vision landscape is completing work at the exterior wall next week. Sylvester Palms are being installed to replace some ficus that were removed. Uplighting will be installed on the palms and more areas of landscape lighting are being considered.
- b. Tract10: Bill Knab reported the working group for this project has been established and they have been in contact with the deputy commissioner and zoning commissioner.
- c. Golf Course and drainage into Wiggins Bay: Sue McGill is working on this project with water quality being a priority.

### **New Business**

- a. Approval of 2024 Budget: Bill Knab moved to approve the 2024 Budget as proposed. Regina Chilcoat seconded the motion and it carried unanimously.
- b. Lakes, salinity, wells: The Princeton Place Property Owners Association is currently in the process of drilling a well for irrigation.
- c. Conservation Easement Operating Entity: Sue McGill discussed this project which is currently focused on removal of exotics from the preserve areas.

### **General Discussion**

A request for a Brokers' Open House was discussed and is still under consideration.

### **Adjournment**

Sue McGill moved to adjourn the meeting at 10:00 AM. Regina Chilcoat seconded the motion and it carried unanimously.

Minutes submitted by: Janet Howard, Community Association Manager