

# **Wiggins Bay Foundation, Inc.**

## Meeting Minutes

June 22, 2023

### **Opening**

The regular meeting of the Wiggins Bay Foundation, Inc. was called to order at 9:00 am on June 22, 2023 via Zoom Meeting and teleconference by Jim Offerman.

### **Present**

Jim Offerman, President

Chip Kaczynski, Secretary

Gina Chilcoat, Treasurer

Sue McGill, Director

Bill Knab, Director

Guillermo Ruiz, Manager

### **Approval of Minutes**

Bill Knab motioned to approve the April 4, 2023 board meeting minutes. Chip Kaczynski seconded the motion, and it carried unanimously.

### **Open Issues**

No open issues to discuss.

### **New Business**

Special assessment: Bill Knab motioned to levy a special assessment in the amount of \$658,975.00 - \$1,075 per unit for the purpose of paying all costs and fees related to Hurricane Ian damage including cleanup and remediation of Wiggins Bay Foundation property including landscaping. Funds will also be used to cover the cost of related landscape lighting improvements. Any surplus will be retained in the operating account and may be used for the repayment of monies already expended by the board via operating funds or to reduce future assessments. The special assessment is due August 15, 2023. Chip Kaczynski seconded the motion and it carried unanimously.

Hire landscape architect. Jim Offerman motioned to hire Outside Productions, Inc. and to approve their landscape architectural design services proposal dated March 8, 2023 for Wiggins Bay Foundation. Bill Knab seconded the motion and it carried unanimously.

Approve various Vision Turf Care proposals: Jim Offerman motioned to approve the following slate of proposals 6636, 6697, 7064, 7052, and 7062. Chip Kaczynski seconded the motion and it carried unanimously.

Banking: Chip Kaczynski motioned to open an operating account at First Horizon Bank to utilize their lockbox service. Owners will be asked to pay their special assessment by check and to mail it to the First Horizon lockbox address. This will help streamline the accounts receivables process. Jim Offerman seconded the motion and it carried unanimously.

Board of Directors: Jim Offerman announced his resignation due to selling his home in Wiggins Bay. The board thanked him for his service to the community.

**Adjournment**

Meeting was adjourned at 9:59 am by Jim Offerman.

Minutes submitted by: Guillermo Ruiz, Community Association Manager