



**SSCA Meeting Minutes for Friday, Jan. 24, 2025**

**Approved on Friday, Feb. 21, 2025**

Meeting called to order by president Cheryl Hill at 10:01 a.

Confirmed that a quorum was present with board members Cheryl Hill (CH), Kelly Burgess (KB), Larry Thompson (LT), Skip Clark (SC) and Dennis Palmer (DP) present. Rental Manager Deborah Klasing (DK) was also in attendance.

CH confirmed that proper notice was given for this meeting.

Motion to approve prior meeting minutes from November 25, 2024 was made by KB, seconded by SC, all agreed.

**NEW BUSINESS**

Reserve Study - Ryan from Cairns Engineering was on call to review the three reserve study options we discussed in the past. Option #1 has a start date of 2025 and does not include front doors and windows. Option #2 is the same except it has a start date of 2026 which is a legal alternative for us. Option #3 includes the costs for the front doors and windows and also starts in 2026. Ryan stated that the only state requirement was that we fund and complete on a timely basis the SIRS projects in the study. Completing the CRS projects is something that is totally at the discretion of the association. Also, the additional \$260 per month each unit pays totals \$149,760 which is not included in the contribution amount shown in these studies. Continuing to collect this amount will reduce the amount of any assessment required in the future. After much discussion, LT made a motion to approve Option #2 along with a separate special assessment for the front doors in 2026. KB seconded this motion and all approved. Ryan will prepare the proper paperwork for the state based on this option.

Credit Card Authorization - Maria cancelled all credit cards when she left causing many recurring expenses not being paid. This is being handled by issuing checks, which is expensive and time-consuming. LT made a motion for President Cheryl Hill to be approved for a credit card with a \$30,000 limit in her name. DP seconded this motion and all approved. Once approved, CH can designate Sea Shell staff for additional cards.

Financial Audit - with Maria's departure, it seems prudent to have a financial audit for SSCA. CH made a motion to approve this audit (at a cost of approximately \$7,000), seconded by KB, all agreed.

Motion to adjourn this meeting was made by KB, seconded by DP, all agreed. Meeting adjourned at 10:40 a.