

PEBBLE SHORES CONDOMINIUM ASSOCIATION

STRATEGIC PLANNING COMMITTEE MEETING

Monday, March 21, 2016

Members Present: Bobbi Jo Dunn-Mendez, Chris Farrugia, Reid Page, Doug Macbeth, Clara Blackard

1. Appointment of volunteers to the Strategic Planning Committee- Kathleen Hassan and Carole O'Connell were appointed to serve. A third volunteer will be sought and appointed at the BOD meeting on March 28.
2. Proposals and bids for tree trimming, lighting, painting, pool maintenance- Gratitude was expressed to several volunteers who have helped with fix-up projects during the past few weeks. Clara and Becky discussed several landscaping issues that are currently being addressed. The diseased ficus hedge is a major concern. Roof rats have been cited on the property. Bobbi will consult with Sandcastle about a solution. Pool maintenance and chlorination are also areas that need attention. Chris and Bobbi will investigate and pursue solutions.
3. Updates and recommendations regarding comprehensive planning for landscaping- Doug mentioned that he has received proposals from Vision Turf Care for a re-design of our irrigation system to reduce the use of County water and provide more efficient and effective irrigation of landscape vegetation. Because of the costs, these projects will need to be deferred and considered in budget development for 2017.
4. Designation of signatory duties for financial responsibility- All directors will be signatories on the checking account. Two signatures will be required on all checks. The primary signatories will be the president, vice president, and treasurer.
5. Flow of communication among Board, Association Members, and Prop. Management- Doug presented a document titled, "Communication Guidelines for Pebble Shores Board of Directors" and encouraged directors to review and consider adopting at the upcoming BOD meeting on March 28.
6. Review of existing vendor and management contracts- Chris will contact Sandcastle and request that copies of all existing contracts be forwarded to directors.
7. Establishing a meeting schedule for 2016- Bobbi will establish a summer meeting schedule after consulting with the three directors who will be in residence during the summer months. Chris will work on arranging conference calling to accommodate Reid and Doug.
8. Compilation of the Spring Newsletter- Directors were asked to submit articles and information for the Summer Newsletter to Doug by April 7, if possible. The tentative distribution date is April 20. Members with permitted email addresses will receive newsletters via email, others via postal mail.
9. Setting agenda items for the upcoming Board of Directors Meeting on March 28, 2016-
 - a. Resignation and appointment of director
 - b. Communication Guidelines

c. Other items as submitted to Bobbi

10. Other-

- a. Chris will pursue clubhouse carpet cleaning.
- b. Bobbi will consult with Sandcastle about seeking bids for clubhouse cleaning services.
- c. Bobbi and Chris will investigate alternatives for the clubhouse telephone & security.
- d. Chris will look into recycling concerns.
- e. Doug and Reid will oversee the buildings and grounds projects that are underway.
- f. The next Board of Directors Meeting will be held on March 28, 2016 at 10:00 a.m. in the clubhouse.

BOARD OF DIRECTORS

Meeting notice posted March 13, 2016