

COVE POINTE OWNERS ASSOCIATION, INC.  
Board Meeting  
August 9, 2011 - 12:30 PM  
1139 Cove Pointe Drive  
Panama City, Florida 32401

MEETING AGENDA

**Attendance:** Officers/Directors: Buddy Dye, President/Director, Christine Reiss, Treasurer/Director; Tom Neubauer Secretary/Director, Roger Spencer/Director and Tammy Newton/Director.

**Proof of Notice of Meeting:** For the record, Director Christine Reiss provided to the secretary for approval, proof of compliance that the meeting had been properly noticed by posting of written notice in the subdivision as required by the bylaws.

**Approval of Minutes,** special board meeting December 2, 2010

A motion to approve the previous minutes was made by Christine Chris, 2<sup>nd</sup> by Roger Spencer. Minutes were unanimously approved.

**Landscaping update:**

Mr. Dye reported on progress of the lot maintenance program. He noted that bush-hogging was completed twice this year for \$1470 and \$1440 for a total \$2910.

**Financial report**

Budget Report: Christine Reiss offered a detailed financial report (attached) and noted on the revenue side that all lot owners have paid their dues for 2010 except Lot 29. The Association also received two transfer fees and accumulated voluntary contributions of \$865 as a result of 34 lot owners contributed \$25 voluntarily. The 2010 income tax return was also completed. Mrs. Reiss completed the tax return pro-bono for the Association. It was reported that other budgeted expenses are on target. The few owners who have not paid for 2011 have been billed again on August 6, 2011. (It was noted that most had either forgotten or we had a bad address).

A proposed 2012 budget was presented by Mrs. Reiss. The budget projects total income of \$39,105 and the detail is posted on the covepointe.com internet site.

**Election of officers for 2012:** Tom Neubauer made a motion to leave the current officers in their positions for 2012. The motion was seconded by Christine Reiss and was unanimously approved. .

**Signage issue** (this was an issue subject to group discussion at annual meeting): Mr. Dye noted that he has received complaints from owners that landscaping has not been completed on one of the homes as submitted per the plans approved by ARB. The board recommended that Mr. Dye submit the matter to the ARB for purpose of writing a letter before taking enforcement action. Further discussion also noted that

there has been some additional ARB plan approval activity with the recent submission of a new set of house plans. The Board also discussed asking Cove Pointe residents to serve on the ARB. Names suggested were Nancy Breland, Bill Allen, Mike Grabner (who has been previously appointed) and current architect members, Walter Fuller. It was also suggested that a fifth volunteer be asked to join the ARB board at the annual meeting.

#### New business

**Discussion of entrance and park landscape ideas** – Mr. Dye discussed re-doing the entrance circle with new flowers and plants and submitted a landscape proposal reflecting a cost of \$4,353 for both entrances to include irrigation changes, planting, etc. He noted that shrubs are covering the sign and should be moved, recommending knock-out roses as one of the choices.

**Second proposal for the park area** was offered for consideration in the amount of \$6,338. The plan includes improvement with crape myrtle trees knock-out roses and other plantings. Dr. Roger Spencer offered to get a second bid and each of these ideas would be presented for the membership for consideration at the annual meeting. It was noted that would be sufficient reserves to cover the entrance circle costs and the proposed \$6,338 bid would be paid from the park fund.

Meeting adjourned at 1:27

A handwritten signature in blue ink, appearing to read "Tom Neubauer". The signature is fluid and cursive, with a large loop at the beginning.

Tom Neubauer, Secretary

**NOTICE**  
**OF ANNUAL MEETING OF**  
**MEMBERS OF**  
**COVE POINTE OWNERS**  
**ASSOCIATION, INC.**

**Wednesday, February 18, 2009**  
**5:30 p.m.**

**at**

**St. Andrew Bay Yacht Club**  
**218 Bunkers Cove Road**  
**Panama City, Florida**  
**(in the Sailing Center Building)**