SANDAL COVE II ASSOCIATION, INC.

Annual Members & Board of Directors Meeting

Date: Wednesday, February 4, 2026
Time: 4:00 PM
Location: Ameri-Tech Office & Zoom

Meeting Called to Order: 4:02 PM
Meeting Adjourned: 5:22 PM

Chairperson & Community Manager:
Angela Johnson, LCAM

I. ROLL CALL

Board of Directors Present (In Person)

- Bob Wilson
- Cynthia Dominick
- Tony Dale
- Patrick Fitzgerald
- Angela Johnson, LCAM

Board of Directors Present (via Zoom)

- **Rhea Clunan**

Members Present via Zoom

- Greg
- Janice
- Chris Biziak
- Dave P.

Members Present In-House

- Donna
- Kris
- Sandi

- Lynn
- Lance
- Lori
- Debbie
- Dave
- Walt

II. CALL TO ORDER

Angela Johnson, LCAM, called the meeting to order at **4:02 PM**.

III. CERTIFICATIONS

- **Quorum of the Board:** Present (in person and via Zoom)
- **Quorum of Members:** 23 members present (17 required – 50% plus one). Quorum established.
- **Proof of Notice:** Proper notice was posted on the bulletin board and distributed via email.
- **Approval of Prior Annual Meeting Minutes:**
  The Annual Meeting Minutes dated **May 14, 2025** had been previously reviewed.
  - Motion to waive reading of the minutes: Rhea Clunan
  - Second: Tony Dale
  - Vote: Motion carried unanimously

IV. PURPOSE OF MEETING

Annual Members Meeting and Board Election

V. BOARD OF DIRECTORS REPORT

A. Refurbishment Project

Halenkamp & Son was previously selected as the contractor. The project includes funds from the January 2025 special assessment. The contract is currently under legal review and will return to Halenkamp for execution. The refurbishment project is presently **on hold** pending final approvals.

Estimated Additional Special Assessment:

- **2-Bedroom Units:** $10,900
- **1-Bedroom Units:** $9,300

Available Funds (Estimated)

The estimated special assessment figures presented during the meeting were based on the following figures, which remain subject to change based on Board decisions:

- January 2025 First Special Assessment: ~$114,650
- Paint Reserves: ~$36,000
- Interest: ~$6,800
- Deferred Maintenance Reserve: ~$5,000 (approximately $14,000 available)

Laundry reserves were not included in these estimates.

Project Cost Summary

- Halenkamp & Son Contract: ~$330,000
- Ameri-Tech Project Management: 5%
- Contingency: 20%
- Soffit and fascia board repairs (Acoma Roofing): ~$24,000
- Mansard repairs (Acoma Roofing): ~$12,000–$18,000
- Gutters (Absolute Gutters estimate): ~$30,000

Owners will receive **48-hour notice** prior to commencement of work and must remove all items from patios. Contractors will access patios from the exterior only.

Owner Responsibility Reminder:
Screens and exterior storage doors, including frames, are owner responsibilities. Stucco repairs surrounding doors and frames are Association responsibility and will be included in the refurbishment project.

B. Mansards, Soffits, and Fascia

The Board discussed the condition of the mansards, soffits, and fascia boards and the need for repairs. The Board agreed to confirm with Acoma Roofing whether the mansard repairs and soffit and fascia board repairs could be completed separately.

It was noted that Acoma Roofing advised that these projects **can be completed separately** and that the soffit, fascia, and mansard-related repairs **should be completed prior to Halenkamp beginning work**.

C. Pond and Grounds

Lake Doctors is scheduled to treat pond vegetation using non-toxic materials. Manual removal of dead vegetation will be required following treatment. Owners with pets were advised to exercise caution during this period.

D. Additional Items

- Fountain restored to original configuration to avoid additional electrical costs.
- Weir repair completed.
- The Board discussed consideration of a **Structural Integrity Reserve Study (SIRS)** at an estimated cost of **$2,000–$3,000** and recommended waiting until after completion of the refurbishment project.
- The Board discussed the potential implementation of a **capital improvement fee** for new owners at closing. This item will require legal review and a future membership vote. Angela Johnson, LCAM, will consult Association counsel regarding feasibility and process.

VI. MOTIONS AND ACTION ITEMS

- **Motion:** Approve Frank C. to paint globe light posts; Association to reimburse material costs only.
    - Motion: Bob Wilson
    - Second: Tony Dale
    - Vote: Motion carried unanimously

VII. OWNER COMMENTS

- Request to include contractor behavior standards in contracts (no smoking, loud music, idling, or driving on grass).
- Request for temporary traffic-calming measures during construction.

VIII. ADJOURNMENT

- Motion to adjourn: Bob Wilson
- Second: Tony Dale
- Vote: Motion carried unanimously

Meeting adjourned at 5:22 PM

BOARD OF DIRECTORS ORGANIZATIONAL MEETING

Called to Order: 5:23 PM

Officer Elections

- **President:** Bob Wilson
  - Motion: Tony Dale
  - Second: Rhea Clunan
- **Vice President:** Tony Dale
  - Motion: Bob Wilson
  - Second: Rhea Clunan
- **Treasurer:** Rhea Clunan
  - Motion: Bob Wilson
  - Second: Patrick Fitzgerald
- **Secretary:** Cynthia Dominick
  - Motion: Bob Wilson
  - Second: Tony Dale
- Motion to adjourn: Tony Dale
- Second: Bob Wilson
- Vote: Unanimous

Meeting adjourned at 5:25 PM