

**Sandy Cove 2 Association  
Board of Directors Meeting  
Tuesday, February 11, 2025 at 11:00AM  
Minutes of the Meeting**

**The Meeting was called to order by President Wayne Vert at 11:07AM, on February 11, 2025.**

**Meeting notice and agenda were posted on the SC 2 property on 2/09/25.**

**A quorum was confirmed with all Board members present including Wayne Vert, Phil Gusloff, Ray Lynds, and Gary Emmick. Also present was Sunvast Property Manager James Ro.**

**Minutes Approved:**

**- May 7, 2024, compiled by Gary Emmick. A motion was made to approve the minutes by Phil Gusloff, and seconded by Ray Lynds. All were in favor and the motion carried.**

**- December 5, 2024, 2025 Budget Meeting minutes were compiled by James Ro. An adequate number of Proxies were received from the SC 2 owners, to approve the budget. A motion was made to approve the minutes by Phil Gusloff, seconded by Ray Lynds, all were in favor and the motion carried.**

**Financial Report: Treasurer Ray Lynds reported that all was in order with the 2025 SC 2 budget after the first month of January, 2025.**

## **Old Business:**

- **Pass Key Update...** In the aftermath of Hurricanes Helene and Milton, SC 2, 3 and 4 are awaiting decisions on insurance coverage for extensive flooding damage to the Pass Key Clubhouse. When funding resources are known, a plan for Clubhouse repairs will be formulated and confirmed by the PK Board, prior to any repair work requiring significant funding.

- **Seawall and Pier projects...** The PK Board is currently awaiting a report from the John Kampmann Engineering firm on their Assessment of needed repairs to the Seawall and Pier. It is believed from discussions with the Kampmann Firm, that the abusive testing of the hurricanes has provided substantial evidence confirming the soundness of both structures.

## **New Business:**

- **SC 2 Building Repairs...** A comprehensive list of needed repairs was submitted by Phil Gusloff. (Attachment to the minutes) This list of projects/repairs is currently being worked on principally by Joe Hall and in some cases other repair contractors, and will be monitored by Phil until completion of the list.

- **Roof leaks** are currently being addressed by contractor Colonial Roofing, under direction from Phil Gusloff. Multiple spots need repairs, including tile roofing and membrane, and A/C mezzanine pitch pan replacements, due to storm damage from Hurricane Milton. Phil presented a quote for \$3855 from the contractor to do these roof repairs. A motion was made by Phil Gusloff to approve this expenditure, seconded by Wayne Vert, and all approved. Motion carried.

- Also discussed related to roofing, was the need to clean out A/C mezzanine drains routinely to prevent building leaks from standing water. It was suggested to try a 6 month clean out schedule to assure the drains stay open and prevent standing water on the A/C mezzanines. A maintenance resource needs to be found and hired to do this work at 6 month intervals.

- Landscape Restoration...Much of the vegetation affected by the storms and salt water now appears to be dead, however it was decided to wait until March to be certain before any removal or replacements. It was determined that a Committee will then be established to make a plan for restoration of plantings and landscape. Before the plants can be replaced, the irrigation system must be restored and the pond water salinity must be at acceptable levels. Irrigation is a work in progress with Wayne Vert and Pass Key.

- Rental Approval...Unit #201 owner was late in submitting the application for his renter. He is being sent a warning letter by James Ro, indicating that any future violations will result in a fine.

- Temporary Parking accommodations for a long black truck owned by the renter in unit #205, was made by Phil Gusloff, to prevent the vehicle from protruding out into Pass Key Road. The renter will occupy 3 guest parking spots with his truck, parallel to the road for the time being.

- Plumbing drain stack replacement for units #114/#214 and #113/#213 will be done ASAP. The cracked cast iron pipes will be replaced with PVC by Kerry Davenport Plumbing. A motion to proceed with this work was made by Gary Emmick and seconded by Ray Lynds. All were in favor and the motion carried.

- A sewer Line plug up in front of the West Building occurred on the weekend of Feb. 1st. (Second Occurrence). Davenport Plumbing responded and his camera revealed roots plugging the drain line 12 feet downstream of the clean out port, just before intersection with the main sewer line under Pass Key road. Kerry removed most of the roots with his tool but stated that the PVC sewer pipe needs to be lined by the contractor we use, to prevent it from reoccurrences. (Estimated \$2500 cost) This needs follow up with Kerry Davenport.

- SRS discussion (Structural Reserve Studies)...The purpose is to determine the state of our buildings. It then will become a credential important to determining the proper funding reserves and for sales and purchases of condo units within Sandy Cove 2. James Ro will get 3 quotes and recommend a company to do the study. The study will be updated every 3 years.

- Parking Signs...Our parking signs need work! Posts are bent and deteriorated. Action is needed.

- SC 2 Website Needed...(From Bruce Reed Open Forum question) James Ro can get us a service provider

to establish and maintain a website for \$40 per month. This will be an ongoing benefit to our owners. Gary Emmick to send routine information such as Board Meeting Minutes to be included and Phil Gusloff will send current event happenings and pictures when appropriate. A motion was made to establish the SC 2 Website by Phil Gusloff, and seconded by Ray Lynds. All were in favor and the motion carried.

#### Open Forum:

- Eddie Bacher...Asked if there was any response from the Board about his desired Porch Addition?

Wayne Vert responded that an Engineering Drawing will be required before it can be Board approved, in order to document what is proposed. If the proposal is Board approved, it will be used as a template for replication with other similar owner requests in the Future.

- Bruce Reed questions...

\*SC 2 financials? ...Wayne Vert responded that any financials will be available upon request from Sunvast.

\*SC 2 Board meeting frequency? ...Most recent scheduled meetings were May 7, 2024, Scheduled for Oct. 24, 2024 (but cancelled because of the Hurricanes), December 5, 2024 (2025 Budget meeting), and February 11, 2025.

\*Can SC 2 do Zoom/ Virtual type meetings? ...Not at this time because of lack of internet in the Clubhouse. Maybe in the future it can happen.

\*SC 2 Website Needed? Topic covered and approved for creation of a SC 2 Website.

**\* Will the SRS survey be completed by 12/31/25 and sent to owners? ...Wayne Vert stated that all 3+ story buildings will be required to have an SRS study. SC2 is maintaining its claim to be a 2 story building condominium. SC 2 will do the SRS study because we think it is of value to us, not because we have an obligation. There is no date currently committed for completion.**

**Next Board Meeting: March 19, 2025 at 11:00AM in the Pass Key Clubhouse**

**Adjournment of the meeting: Wayne Vert made a motion to adjourn the Board Meeting at 12:50PM, followed by Ray Lynds second. All were in favor, and the motion Carried.**

**Secretary's Record:**

- Minutes compiled and 1st draft 2/15/25**
- 1st Draft to Board and James Ro for review and change requests 2/15/25**
- Final copy (ready for Board approval), sent to SC2 Board and James Ro. PDF format.**