

MSPOA Board Meeting Minutes

DATE:	February 7th, 2023, 11:00am CST			
LOCATION:	Community Maintenance Building, Mayan Seaside, Consejo, Corozal District			
INVITEES:	Kristine Arnason	X	Rick Keating	X
	Susan Glaze	X	Kathy Luna	X
	Marna Stahlka	X		

I. Opening of meeting by Chairman

- Meeting called to order at 11:03 am .
- Secretary to verify quorum – quorum verified .
- Chairman to read mission statement- **“To create a culture of kindness and respect within our community and with nature that builds a safe and sustainable environment.”**
- Welcome to new board members Marna, Rick, and Kathy.
- Approval of February 1st, 2023 Extraordinary Board Meeting Minutes as distributed: **Motion made by Susan Glaze, seconded by Kristine Arnason to: “Approve the minutes of the February 1st, 2023 meeting as distributed.” Motion carried: MS, SG, KA, RK, KL.**

II. Code of Conduct

- Code of Conduct Agreements were distributed and signed.

III. Officer Positions/Team Leader Positions

- Discussion for board officer positions and terms which resulted in the following:

Marna Stahlka	Chairman	Term of <u>2</u> year(s)
Kristine Arnason	Treasurer	Term of <u>1</u> year(s)
Susan Glaze	Secretary	Term of <u>2</u> year(s)
Kathy Luna	Member at Large	Term of <u>1</u> year(s)
Rick Keating	Member at Large	Term of <u>2</u> year(s)
- Discussion for team leader positions which resulted in the following:

Grounds:	Ian Graham
Facilities:	Susan Glaze
MSAC:	Roger Glaze
Welcome:	Alicia Horton, Ellie Maltais, Shona Scappaticci, Pam Herndon
MLCO:	Joni Nelson

IV. Government Filing Requirements

- Secretary requires notarized copy of valid director passport as well as proof of Belize address. (NOTE: A copy of BEL statement will suffice as long as director’s name is listed on statement.)
- Require by February 9th, 2023.

V. 2023 Budget

- Draft of 2023 Budget has been emailed to board members for review and approval.

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VI. Outstanding Business

1. Varnishing Totems, Pergola, Painting Chairs/Tables, etc.
*03/04/22 – Susan will look into what needs to be tended to with regards to Facilities.
03/11/22 – Susan will arrange for Naomi to paint/varnish above. She is currently busy with other projects.
03/25/22 – Meeting scheduled with Naomi this week to discuss paint projects.
04/07/22 – Susan requested four quotes for this project. Two have been received. Should receive the other two soon.
02/01/23 – A group of volunteers painted the seaside tables and benches. Some of the paint is already peeling, so we need to do some touch ups. We have contracted out the painting/varnishing of the pergola, maintenance building awnings, 34 totems, and 5 wood carvings. Due to the contractor's schedule, this should be completed by the end of February.
02/07/23 – Nothing new to report at this time.*
2. Reserve Fund Study:
02/07/23 – The new board will review the existing budget and offer feedback on the possibility of restructuring the reserve fund.
3. Red Dirt Issue in Seafront Park:
*04/14/22 – We received an email from one of our owners regarding the red dirt blowing into their house especially with the high winds (see Q1 below). This is an issue that's been left too long. Greg and John will take some measurements of the area to get an idea of square footage if we opt to go with a marl and grass plug solution. We will source viable options and get feedback from the community on how best to proceed.
02/01/23 – We topped up the section around the Palm Garden with 3 loads of marl. We will let this settle for a few months. Closer to rainy season, we will transplant some grass plugs from the Palm Garden onto the marl. If this proves to be a viable solution, we will top up other sections with marl later in the year or early next year depending on budget. Cost to date to address this section (Section 1) = \$1,080. This figure does not include labor cost to transplant the grass.
02/07/23 – Nothing new to report at this time.*
4. Fiberglass Stairs – Dock Stairs; Maya Beach; 2nd set Dock Stairs; Sunrise Beach:
*02/01/23 - We are working on obtaining additional quotes for new fiberglass stairs. We have reached out to Johan Wiebe who built the fiberglass dock stairs for an estimate. He is currently onsite building two homes. He will advise when he has an opening in his schedule. We will also consult with him at that time with regards to repairs to existing dock stairs and the addition of the second handrail.
02/07/23 – Nothing new to report at this time.*
5. Smugglers Road Maintenance Project:
*02/01/23 – Phase 1 was completed in November. Phase 2 is 90% completed. The trimmer quit working about 3/4 of the way down the road. They will finish this section on Saturday. Due to scheduling conflicts with the Town Board equipment, Phase 3 has been put on temporary hold until the equipment becomes available.
02/07/23 – Phase 2 is now completed. Phase 3 is still pending.*

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6. Transfer of ownership of parklands and easements:

02/01/23 – Art Higgins (owner of RPL) has requested that we start to put into motion the transfer of ownership of parklands and easements. We are going to do some research into this and look at some options.

02/07/23 – Nothing new to report at this time.

VII. New Business

1. Safety Deposit Box:

02/07/23 – For security purposes, it is recommended that the MSPOA original government registered documents (eg. land certificates, lease agreement) be stored in a safety deposit box at Atlantic Bank as opposed to a safe in an owner's home. Su was told that one has become available. Cost is \$273 per year. The board agrees that we move forward with this.

2. Ongoing Seafront Park Maintenance:

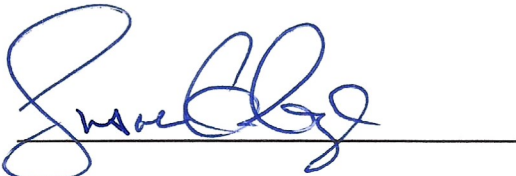
02/07/23 – We've completed several maintenance items in Seafront Park. We still need to address the Palm Garden by cutting down the dead tree and giving it an overall refresh (eg. transplant sponge grass, level off dirt, add a few new shrubs, possibly top up with gravel). Another item that was mentioned was topping up the remaining paths (around the pond and pond access) with chippings like the rest of the paths for easier mobility. This was actually brought up last year by a few community members. Cost for this project will be substantial at \$550 per truck load (at least 4-5 loads) plus labor cost to spread the material. We would need to look at getting donations to offset some of the cost for these projects so as not to dip into reserves. Some owners may want to "adopt" a project to offset costs.

3. Multi-Purpose Court:

02/07/23 – A suggestion was made to turn the two shuffleboard courts into one multi-purpose court for both shuffleboard and pickle ball opening up another activity for the community to enjoy. This could easily be accomplished by paving the small section in between the two courts. We would then repaint the surface to accommodate both activities. We will look into costs involved and then approach the community for donations.

VII. Adjournment of meeting

- **Motion made by Susan Glaze, seconded by Marna Stahlka to "Adjourn the meeting at 12:34 pm". Motion carried: MS, SG, KA, RK, KL.**
- **Next meeting currently scheduled for March 7th, 2023 at 10:00am.**



Susan Glaze, MSPOA Secretary