

**ATALAYA TOWERS HORIZONTAL OWNERS ASSOCIATION
ANNUAL HOMEOWNERS MEETING**

**ST. MICHAEL'S CATHOLIC CHURCH
542 CYPRESS AVENUE
MURRELLS INLET, SC**

**November 13, 2021
2:00 p.m.**

CALL TO ORDER

Board President Nancy Conroy called the meeting to order at 2:04 p.m.

ATTENDANCE

Present from the Board: Nancy Conroy, President; Donald Martin, Vice President; Lynn Harmon, Director and Ann Parker, Director. Brian Teal, Secretary/Treasurer was present by Zoom.

Present from Capital Vacations: Will Potter, Regional VP of Operations; Joe Trincheria, General Manager and Lori Pena, Administrator.

Owners Present: Barbara Farris, Carol Dunn, Karen Howell, Becky Williamson, Peggy Peeler, Jim Gellatly, Lisa Jackson, David Ramire, Mark & Kellie Burnup, Jacqueline Smith, William & Anna Bagwell, Michael L. Bineham, Asa Campbell, Craig & Daria Conti, John Grose and Derek Parker.

OPENING COMMENTS/INTRODUCTIONS

Mrs. Conroy welcomed the owners in attendance and thanked everyone for taking the time to participate in this meeting. She introduced the Board and members of Management.

CERTIFICATION OF PROXIES

Mrs. Conroy reported there were 23 units represented by proxy and 18 units represented in person for a total of 41 units represented. The quorum requirement is 31; therefore, this is a legal meeting and official business may be conducted.

APPOINTMENT OF INSPECTORS OF ELECTION

Owners Daria Conti and Anna Bagwell volunteered to act as Inspectors of Elections.

PROOF OF NOTICE OF MEETING

Mr. Potter presented the Certification of Mailing which noted that the Notice of Meeting was mailed to all owners of record on October 16, 2020.

APPROVAL OF MINUTES - NOVEMBER 14, 2020 ANNUAL MEETING

The minutes of the November 14, 2020 Annual Meeting were presented for review and approval. Mrs. Conroy asked if there were any recommended revisions. None were heard.

A Motion was made by William Bagwell and seconded by Derek Parker to approve the minutes of the November 14, 2020 Annual Meeting as presented. All were in favor and the Motion carried unanimously.
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REPORTS

President

Mrs. Conroy provided the President's Report noting that 2021 was another challenging year due to the

pandemic. She stated the resort staff and Management worked diligently to keep the common areas sanitized and safe for all owners and guests. Mrs. Conroy reported that no hurricanes hit the area in 2021; the maintenance staff had begun winter projects and preventative maintenance; the West side corridors were completed; the spa would be resurfaced the week of January 1, 2022 and closed for the week as a result. She reminded owners that were having any renovations done to have the contractors check in with the Front Office prior to work being done. Mrs. Conroy then noted that Management hired a structural engineer to inspect the buildings in light of the recent condo collapse in Florida. Mr. Trincheria would provide more specific information on the inspection.

Treasurer

Board Treasurer Brian Teal provided a financial report noting that the Elevator Special Assessment of \$250 per quarter would continue through 2023. During 2023, fine tuning of the project would be done including cost variances compared to the initial quote. In 2024, the project would be completed after which any cost adjustments would be made. The special assessment would be equal to the final cost.

Mr. Teal reported that Independent Auditor, Deborah Weir CPA, had provided a clean opinion on the Association's 2020 audit meaning that all financials were presented fairly, and no issues were experienced during the process. If any owner wanted a copy of the audit, it was posted on the Association website.

Mr. Teal reported that approximately \$60,000 had been spent from the Reserve Fund year-to-date with an additional \$30,000 scheduled to be spent before year-end 2021. He noted that \$50,000 was spent on the West side and corridors and \$6,500 had been spent on the South AC Deck.

Upon reporting on the 2022 budget, Mr. Teal noted the 2022 budget process had been a challenge due to inflation. Operating expenses increased by 10%, due to increases in Insurance of 5.2%, an expected increase in Utilities and the need to increase Salaries & Wages. He explained that wages were increasing across the board in order to adequately compensate the existing staff in response to the difficult labor market. He reported the Reserve contribution for 2022 would be \$450 per quarter. In 2021, the Reserve contribution was \$500 per quarter; however, in order to keep fee increases to a minimum, the allocation was lowered by \$50. The overall increase in fees for 2022 would be 3.6%, which was still significantly lower than the inflation rate. The Operating Assessment for 2022 would be \$1,242 and the Reserve Assessment would be \$450 per unit.

MANAGEMENT REPORT

Prior to presenting the Management Report, Resort General Manager Joe Trincheria reviewed the payment options available to the homeowners. He then highlighted the following:

- The second round of K9 bedbug inspections were scheduled to be conducted in late November/early December. He noted the pest control company may be changed; however, the schedule should remain the same. Mr. Trincheria noted that any owner who opted out of the inspection was required to sign a waiver per the new pest control company. He noted that the new pest control company would conduct normal pest control and bed bug inspections.
- As a result of the recent condo collapse in Florida, Management recommended, and the Board approved, hiring a structural engineer to conduct a complete exterior evaluation of the buildings. A report with findings and photos would be provided to the Board and Management after the inspection, as well as recommendations on repairs, if any were needed.
- An update on waterproofing was provided. He noted the East side was waterproofed every 3 years, the West side was waterproofed every 5 years and the North and South sides were waterproofed every 6 years.
- A recycling container would be placed onsite in 2022. Also, the dumpsters onsite are not for contractors' use. **It was requested that recycling rules be emailed to owners.**
- Stairwell doors were being replaced; however, delivery delays were being experienced.

An owner requested that quarterly bills be mailed sooner than in the past. Mr. Potter noted owners can view their invoices online on the Owners Portal rather than wait for the hard copy.

An owner requested the engineer report be posted to the website after it was reviewed by the Board and Management. This would be taken under consideration.

In response to a question posed by an owner, Mr. Trincheria provided an overview of the staff's daily responsibilities. Discussion was held regarding items left in stairwells and on the ground level.

An owner asked if someone from the office could contact owners when they have a package in the office. Mr. Trincheria recommended the owner who is expecting a package call the office to ask if a package was delivered. **The Board and Management would discuss options for owner notification of package delivery.**

Discussion ensued regarding bed bug inspections, mandates for pest control treatments and the cost to treat bed bug infestations.

OLD BUSINESS

There was no Old Business to come before the Board.

NEW BUSINESS

Discussion was held regarding beach items left at the barbecue area. Mr. Trincheria noted the items were for anyone's use if they are in that area; however, owners cannot store items in that area.

Election of Directors

Mrs. Conroy stated the terms of Don Martin and Ann Parker will expire at this meeting and both had agreed to serve if re-elected. In addition, Owners Karen Howell and Becky Williamson also placed his name for nomination to the Board. Mrs. Conroy announced that the incumbent Board members, Don Martin and Ann Parker had been reelected to serve another term on the Board.

Building Security

A lengthy discussion ensued regarding security onsite and the differences between security camera surveillance and monitoring. Some owners recommended additional security measures be implemented. **The Board and Management would research the benefits of surveillance versus security. It was also noted that pool tags should be checked regularly. The Board and Management would take this under consideration.**

Drainage

An owner noted her gratitude for the drainage work done in the front of the building.

Railings

An owner asked when the balcony railings will be painted. **The Board and Management would look into the cost of this project.**

Association's By-Laws

An owner requested that the By-Laws be reviewed and updated. Mr. Teal noted that was a legal and costly process. Mr. Potter explained amendments can be made to the By-Laws; however, it would take a vote of the owners to pass an amendment. If any owner had recommendations on amending the Association's By-Laws, they should pass their recommendations on to the Board, in writing.

ADJOURNMENT

There being no further business to come before the Board, a Motion to adjourn was requested.

A Motion was made by Barbara Farris and seconded by John Grose to adjourn the meeting at 3:44 p.m. All were in favor, and the Motion carried unanimously.

NEW ACTION ITEMS

1. It was requested that recycling rules be emailed to owners.
2. An owner requested that quarterly bills be mailed sooner than in the past.
3. An owner requested the engineer report be posted to the website after it was reviewed by the Board and Management. This would be taken under consideration.
4. The Board and Management would discuss options for owner notification of package delivery.
5. The Board and Management would research the benefits of surveillance versus security.
6. It was requested that pool tags should be checked regularly. The Board and Management would take this under consideration.
7. The Board and Management would look into the cost of painting the balcony railings.