

**Regular Meeting of Briny Breezes Inc. Board of Directors**  
**Wednesday March 9, 2016 at 9:00am**  
**Briny Breezes Community Center**  
**Minutes**

- I. Pledge of Allegiance was recited and a moment of silence observed.
- II. Meeting was called to order at 9:04 A.M. Roll call was taken. Present in the Community Center were Directors Brannen, Coyner, Gallacher, Goudreau, McMorrow, and Oglesby. General Manager Pussinen was present. Director Gross reportedly was to be late and arrived at 9:16 A.M. Director Weir joined us via phone at 9:25 a.m.
- III. Proof of Notice was posted on March 4, 2016 by President Michael Gallacher at 10:00 A.M.
- IV. **Secretary Brannen moved that we waive the reading of previously distributed minutes from the Regular meeting February 10, 2016; the Special Meeting to consider a rules change, February 10, 2016; the Organizational Meeting following the Annual Meeting on February 24, 2016 and of the Special Meeting held on February 24, 2016.** Seconded. No additional amendments were offered. ***Vote was unanimous.*** Motion carried.
- V. **Reading of Correspondence to the Board**
  - a. George Brinks J-15 and I-204 3/21/2016 re: an injury from a job Qualman or sub-contractor was doing 2 years ago.
- VI. **Report – Chief of Police: not present**
- VII. **General Managers report**
  - a. Ms. Pussinen asked when you are having work done please let your neighbors know and please pick up after yourselves or risk a fine or charge from the corporation; please clean up after your pets and thanks to those of you who do so; please obey the speed limits and the one way signs; assessments - just drop them off in the inter-office mail slot- no need to bother the staff; next few weeks a company sub- contracted by FPL, ARE utility company will be working in the park; AT&T holding another meeting; the Pharmacy garbage has been locked due to homeowners using it for their personal trash; please do not use the pool trash cans for household garbage; parties at the OCH all trash in the large trash cans and then placed outside on the landing; if you use the auditorium, place garbage into large black bags and put outside on the landing; please be sure you secure your home for hurricane season and update your emergency contact information in case of a hurricane. Do not use the trashcan by the ocean for personal trash either.
- VIII. **Report of Officers**
  - a. VP Tom Oglesby stated that we will need to meet to rescind the rental restriction rules that are now included in the By-Laws.
  - b. **Treasurer report: Given by the GM. As of Feb 29, 2016 unaudited:**
- IX. **Town Liaison Report:** Sue Thaler reported that the Town has a lot going on. They are nearing completion of codification of the Town ordinances- all of them, 1963 to today, into one Code; should have it to the Legal firm in a few weeks; following this they will be posted to the Town's website; they are in the process of forming a joint committee to revise the green sheets; the Banyan Rd water main repair- waiting for a report; the Island Fire District- still waiting for a

feasibility report ; Golf Carts waiting for Florida DOT letter or report; there will be a meeting on the National Flood Program and new developments the following day.

X. Committee Reports

a. Seawall and Drainage- Doug Long meeting March 2<sup>nd</sup>- entire committee was present; review what we are doing: Districts 1 and 2 seem to be doing all right in terms of drainage; it is all gravity drainage; Bay Dr. and the Marina; compliment the folks who worked on the Marina- look pretty good; need to get the pumps in, east side and further down on Bay; pipes will be imbedded so not to be a trip hazard. Elimination all gravity drainage replacing with pumps instead in this area; working on N and South Heron; S Ibis (\$47,000.) raising and repairing the seawall along the intra-coastal; President Gallacher commented that the Marina is full, with a waiting list; Doug Baumgarten has done a great job along with others in handling the Marina; Shareholder Gauer F-210 Bay Drive west end of the boat slips last place a boat can be docked- a 4 to 5' area of the wall has never been addressed; it appeared they were going to prior and then removed the framework; does not seem that it has been completed; hole formed next to this area has dirt is escaping into the marina slip ; Response- need to seal the seams using divers to prevent the soil from washing out; trying to maximize the use of the divers; need to get FPL out to bury the cable so we can complete the culvert and pump; storm drain systems- east and west. The pipe from Cardinal to Bay is clogged and we are working on that; will install sprinkler system so we can keep sod from dying.

b. No other reports at this time.

XI. Unfinished Business: Discussion/approval – BBC8 guidelines/corporation role; tabled but we do need discuss this as there have been bills submitted to the corporation. **Motion made by Director Gross to table, seconded. Vote was unanimous.**

XII. New Business

A. Board Ratification/Approval – Sales & Rentals committee decisions

a. **Director Brannen moved that we approve an application for membership for Rochelle and Ryan Schanuel buying from Nancy McCully at E-17 and a Family Transfer for G-210 from the Thieman Trust to Carol and Robert Rush.** Seconded. Vote was unanimous

B. Approval – full list of standing committees for 2016/17 Inc. board liaison and process

a.) Standing committees approved this year

1. Finance
2. Sales and Rentals
3. Maintenance and Storage
4. Welcoming and Orientation
5. Seawall and Drainage
6. Marina
7. Violations and Fining
8. Landscape and Beautification
9. Fire Watch
10. Social Committee

b.) Board of Directors' committees to include

11. Hurricane Preparedness,
12. Architectural Review
13. By-Laws Amendment committee which is Ad Hoc
14. Personnel Committee
15. Community Center and Auditorium Sound System Ad Hoc committee
16. Green Sheet re-vamp, an Ad Hoc committee
17. Ad Hoc committee Voting Oversight committee

c.) Additional Ad Hoc

1. Parking
2. Rules and By-Laws, ~~an Ad Hoc~~
3. Futures and Revenue Producing to include the Green Committees' charge
4. Safety and Security
5. Greensheet Improvement

**Motion to approve the slate of Committees as written above was made by Director Brannen, seconded.** Director Oglesby would like to have the Board approve all charges of the committees. It was suggested that we do this at another time. Ad Hocs can be established at any time. We are compelled by our By-Laws to establish the standing committees and ask for volunteers. **Passed unanimously. Motion carried.** Sign-up sheets are in the office.

d.). *Guidelines to establish Committees.* **Oglesby moved to approve the Guidelines for establishing Committees with the amendments of discretion for pleasure and the insertion of the need for a quorum. Seconded. Vote was unanimous.** Guidelines are attached to the minutes.

C. Approve Architectural Review Committee (ARC) recommendations M-202 new unit install. **Director Oglesby representing the ARC committee moved that we approve M-202 with the variance providing the NE is placed in it original footprint and allowing leniency for the 7 foot lease line.** It is about a foot and three quarters off. Seconded. Director Coyner indicated that there are no safety issues. **Question was called and the vote to approve was unanimous.** Motion carried.

D. Parking issues – request the ad-hoc committee re-establish themselves to make recommendations for action; Gross said that it was clarified, A row feels that they are being treated differently by not getting a parking space through the corporation; their parking in front of their units is through the Town; we need an alternative solution. A-row is unique because of the status of Briny Breezes Blvd. Susan to draw up a charge or a list. **Director Gross moved to table until we have clarification of the charge; Seconded. Vote was unanimous.** Motion carried. Shareholder: We need more parking.

E. **President Gallacher moved that we approve card access system replacement for clubhouse east and west and laundry room east and west and community center south door to include new software and access cards (13k budgeted for 2016 park security**

**budget #560, remainder will come out of building reserves) not to exceed \$18,000.** A second was received. He stated that the intention is to do this year and build up from there as needed. He said that the community center is under-utilized and this access might help; you would know who accessed the facilities; could more easily be used for a tornado watch; a universal system as long as there is an internet access point; Question- about letting people know when they can use a specific area/facility, let's post use weekly; why is the system so expensive and why can we not just add to our current system? ; the old software could not be controlled remotely so it was put onto a laptop which is no longer available; none of the current system can be replaced or repaired. If a club wants to be added we would need to discuss how and who would pay for it. This is a universal system that can be added to; modular system can be added; old system cannot be controlled through a remote location; **Question called vote was unanimous.** Motion passed.

- F. **President Gallacher moved that we approve Window/Door replacement in the Club House as approved by shareholders not to exceed. \$57,000.** Seconded. Balance of **Vote was unanimous to approve.**
- G. **President Gallacher moved that we approve roof recoating of 4 bath houses (budgeted for 2016 ~ in roof reserves) not to exceed \$11,000.** Seconded. We have done 3 in the past 2 years; Question called. **Vote was unanimous.**
- H. **President Gallacher then moved that we approve roof recoating of Quonset #2 which was budgeted for 2016 ~ in roof reserves not to exceed \$20,000** Seconded. Quonset has the most leaks; we will plan to do the others in the next couple of years. Could someone check/inspect the work. Clarification was offered on the change of vendors. Question was called. **Vote was unanimous.** Motion passed.
- I. **President Gallacher moved that we approve the exterior painting of the clubhouse and auditorium to be paid from paint reserves not to exceed \$9,000.** Seconded. **Question called and the vote was unanimous.** Motion carried.

Shareholder Comments: Communications with the development just north of the clubhouse; concern that they are building too close to our lot line than they are suppose to; Could we also have a list for a reservation at the Cabanas; Reservation extended to all areas that are used. Question about the name for the new person working? Jose is his name. It was previously announced.

March 31<sup>st</sup> at 4 pm. The Coalition on the Preservation of the Barrier Island will be here to speak about the Winn Dixie Property.

- XIII. **Motion made by Director Weir to adjourn the meeting at 10:37 A.M.** Seconded. **Vote was unanimous.**

**Respectfully submitted by**

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**Susan J. Brannen, Board Secretary**

**Approved April 13, 2016**

## Guidelines to Establish Committees

1. Committees are appointed by (and hence approved by) and operate at the discretion of the Board.
2. Committees shall carefully consider a manageable number (8 to 10) of members that reflects the workload and representation from each of our districts.
3. A Chairperson shall be appointed by the Board of Director Liaison. The Chairperson shall solicit the help of a secretary or recorder. The minutes of each meeting after committee approval will be provided to the GM to file and post.
4. Each committee shall be given directives as to their goals and objectives that are approved by a majority of the Board of Directors at a duly called Board Meeting. This serves as the framework for their work.
5. The Committee Chair is responsible to call for a committee meeting in consultation with BOD liaison. The Chair shall present an agenda to the office for proper posting as required by the By-Laws and Florida Statutes. A quorum must be established to conduct official business.
6. Committees make recommendations to the BOD unless otherwise empowered. They will not enter into contracts, make purchases, or commit to any service.
7. Committees are not empowered to give direction/orders to the General manager or other employees unless done through the Board President or his/her assignee(s).
8. Committee Chair will provide a report if there has been a meeting within the past 30 days to the BOD at their regular meetings.
9. Manager can be invited to attend meetings as schedule allows.
10. Committee members shall be subject to removal if such absence is 2 successive meetings.
11. Membership may be updated as needed especially with resignations etc. Additions and deletions of members must be approved by the BOD.
12. Special Committees (Ad Hoc) may be appointed by the BOD from time to time as required for special projects or issues and will be designated to operate for a certain period of time to establish findings per directives given by the Board and make a final report to the board. Upon completion of the directive as given by the Board these Committees shall be disbanded.

# NOTICE

**Regular Meeting of Briny Breezes Inc. Board of Directors  
Wednesday March 9, 2016 at 9:00am  
Briny Breezes Community Center**

# AGENDA

**ALL STOCKHOLDER COMMENTS MUST BE LIMITED TO THREE (3) MINUTES PER AGENDA ITEM**

- J. Pledge of Allegiance & moment of silence**
- K. Call to order & Roll call**
- L. Proof of Notice**

- M. Approval of previous board meeting minutes
- N. Reading of Correspondence to the Board
- O. Report – Chief of Police
- P. General Managers report
- Q. Report of Officers
- R. Town Liaison Report
- S. Committee Reports
  
- T. Unfinished Business
- U. Discussion/approval – BBC8 guidelines/corporation role
  
- V. New Business
- W. Board Ratification/Approval – Sales & Rentals committee decisions
- X. Approval – full list of standing committees for 2016/17 Inc. board liaison & process
- Y. Approve Architectural Review Committee (ARC) recommendations M-202 new unit install
- Z. Parking issues – request for ad-hoc committee to make recommendations for action
- AA. Approve card access system replacement for clubhouse & laundry room front/rear & possibly community center south door including new software & access cards (13k budgeted for 2016 park security budget #560, remainder building reserves) NTE. \$18,000
- BB. Approve Window/Door replacement Club House as approved by shareholders NTE. \$57,000
- CC. Approve roof recoating 4 bath houses (budgeted for 2016 ~ in roof reserves) NTE. \$11,000
- DD. Approve roof recoating Quonset #2 (budgeted for 2016 ~ in roof reserves) NTE. \$20,000
- EE. Approve exterior painting clubhouse & auditorium (paid from in paint reserves) NTE. \$9,000
  
- FF. Shareholder Forum (questions or suggestions)
- GG. Adjournment

## All Stockholders are Welcome

This notice is dated and posted Friday March 4, 1016: 10am

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Michael Gallacher, President Board of Directors, Briny Breezes Inc.