

Oceanview Manor Condominium  
Board of Directors Annual Budget Meeting  
December 7, 2022

**Present:** Jim Stanton, President, Chuck Hall, Bill Hopson, Gerald Lawson, Terry Baggett (manager on dais)

**Absent:** Amy Arndt, David Weston, Terri Westwood

**Announcements and Introduction:** Jim Stanton

Meeting called to order at 11:00 am and prayer by Jim Stanton, President.

**Minutes of Meeting for September 21, 2022:** Chuck Hall made motion to wave the reading of the minutes and approve as written. Bill Hopson seconded. Minutes approved by majority vote.

**Correspondence Report:** Bill Hopson

Correspondence received on November 22, 2022, from Office Manager Barbara Alcaraz.

An e-mail addressed to the Board by Unit 518 Amy Hunter. The letter submitted requested updates from the Board on the status of the Condo structure and unit damage after a storm or other such incident. Board will discuss in new business.

Ms. Alcaraz has notified the Board of her intent to resign from the Office Manager position, effective January 1, 2023. The Board expressed its regret and asked Ms. Alcaraz to stay on to train her replacement.

Jim Stanton is working alongside Terry Baggett, the manager, to secure a candidate for the position. Going forward, Terry will act in the Management Role and all office and maintenance staff will be under his direction.

Jose Alcaraz and Dave Doolittle will continue in the positions of Accountant and CAM manager, respectively.

#### **Financial Report: Jim Stanton**

Operations Budget for month ending October 31, 2022, was reviewed, and discussed. Sources of revenue anticipated in 2023 are the resolution of Unit 622 and repossession by the Bank and collection of maintenance fees in arrears for up to one year. The Budget as of October 31, 2022, is strong with anticipated cost savings in maintenance.

Motion made by Chuck Hall to approve the financial report and second by Bill Hopson approved by unanimous consent.

The proposed budget for 2023 was opened for discussion. Jim Stanton explained the major line items in the budget and noted that it would have been the same as 2022 except for the increased costs projected in the electricity, water, and property insurance fees for 2023; items over which we have no control.

Bill Hopson motioned that the budget for 2023 as proposed be adopted. Motion was seconded by Chuck Hall and the budget was adopted for 2023 by unanimous consent. A copy of the 2023 budget is attached to these minutes and is made a part thereof by reference.

**Maintenance Report:** Terry Baggett

Terry discussed maintenance updates and plans going forward in 2023.

Report accepted by unanimous consent. No discussion.

**Municipal Liaison Report** (open position) - no report

**Executive Board Report-** no report

**Compliance Committee Report-** Terry Baggett

Jim Stanton informed the Board that this committee is dissolved, as Terry is the acting manager in most compliance issues.

Going forward all compliance committee decisions will be addressed by Terry Baggett with input from the Board if necessary.

**Landscaping Committee-** Lorna Ballard

No report. Thanks for donating to the landscape committee either through monetary or voluntary donation.

## RECREATION COMMITTEE-CAROL STANTON

No Christmas Party planned for this year. Happy Holidays to all.  
Plans are underway for a Valentine Party in February.

Bingo will be starting up again in January.

All reports approved by unanimous board consent.

New Business- The Board discussed the request referenced in correspondence. Terry and Barbara were asked to come up with an appropriate way to provide such assistance.

Unfinished Business- None

No further discussion.

Meeting adjourned at 12:05 PM.

Submitted by:

Barbara Alcaraz, Recording Secretary