



March 21, 2024

Minutes of the Azalea Lakes Homeowners' Association Board of Directors meeting

The meeting was held on Thursday, March 21, 2024, at Semper Fi Property Management headquarters, located at 1756 Highway 501, Myrtle Beach, SC 29577 and called to order at 5:02pm by HOA Board president Virginia Binder.

Roll call was done by HOA secretary Heather Stevenson. Board members in attendance were:

Virginia Binder, President
Jim Callas, V.P.
Diane Watkins, Treasurer
Heather Stevenson, Secretary

Jason Ellis, Director-at-large, was not in attendance.

Also in attendance was Billy Rivera, President, Semper Fi Property Management Company

Homeowners in attendance were:

Lori Shaw
Corinne Howard
Jason Wilson

President Binder established that a quorum was present.

Financial Reports

Board members were given copies of the financial reports:

2024 Budget

Balance sheet, as of 02/29/2024

Budget vs Actual MTD for the operating and Reserve accounts

Budget vs Actual YTD for both those accounts.

Diane Watkins and Virginia Binder both requested a meeting with accountant, Mandy Ritchotte, to go over two minor errors on the reports. Water and electric services are listed in two separate places on the reports, under two different descriptions, when there should only be one for each.

Diane Watkins asked Billy Rivera whether Mandy could do journal entries. The answer was yes.

Billy Rivera told all in attendance that financial reports are available to owners quarterly.

Mr. Rivera told everyone that the balance in the operating account was \$307,903.81 and the balance in the reserve account is \$180,778.71, as of 02/29/2024.

Accounts Receivable

Billy Rivera contacted the attorney used by the HOA under Waccamaw Property Management, Sean Cranford, of Cranford Law firm. Mr. Cranford told Mr. Rivera that no collections had been done on any accounts since July, 2022. He said he was waiting for the previous (and current Board) to guide him in how to resolve the delinquent accounts.

Mr. Rivera suggested the Board relieve Mr. Cranford of his duties and hire McCutchen, Mumford, Vaught, O'Dea and Geddie, PA. Change in attorneys was unanimously agreed upon by the Board.

Mr. Rivera and his staff have sent out certified letters to all delinquent home owners and has managed to collect on two of those accounts.

We are awaiting information on the three liens the previous Board had Mr. Cranford place on three accounts.

Diane Watkins made a motion to foreclose on six delinquent accounts. Seconded by Heather Stevenson.

Diane Watkins made a motion to accept the financial reports. Seconded by Virginia Binder.

Owners Concerns/Comments

A resident inquired whether the HOA inspects the internal dryer vent duct work in each unit. The resident felt that broken ones presented a fire hazard and the HOA should pay for an inspection of each. The Board response was that each owner is responsible for the dryer vents (and duct work) in their unit. Semper Fi will mail out a letter to the resident informing them of this.

Another resident sent an email, asking why her check for the insurance assessment, mailed on 3/8/2024, still had not been cashed. Board president Binder pointed out that, between the mailing date and the date of the email, were two weekends and one holiday. The Board felt this [check not being cashed to date] was not an unusual occurrence.

Billy Rivera informed all in attendance that the Azalea Lakes website was now up and running. URL for the website is azalealakescondos.com.

Billy Rivera brought to the Board's attention that an invoice was received for work done, in 2021, Board president Binder explained that the invoice should be sent to the previous owner as it was determined that he was responsible.

Board members were made aware that Semper Fi personnel had made updates to the AppFolio portal in an effort to correct an issue preventing some Board members from accessing Board reports. Board members will have to re-sign in to use the updated portal.

Vendor Issues

Pye Barker: Fire Extinguisher and Sprinkler inspections. We are awaiting a start date for services.

Phoenix: Landscaping/Irrigation inspection and repair. Board members agreed to have our property manager seek bids to replace this

vendor. In the interim, we are checking our contract with this vendor regarding their responsibility for the repair of the sprinklers broken by their lawn mowers. Also, a bid regarding mulch replacement from same vendor is being sought.

Pressure washing: Semper Fi to solicit vendor bids for this service.

Parking Lot: Sealing will be done in April, as per Coastal Asphalt's schedule.

The Board has received many complaints regarding the cleanliness of the building walkways and railings. We will work to resolve this issue.

Beautification Committee

Lori Shaw (3965 Forsythia, unit 204) was appointed chairperson of this committee. She has assumed responsibility for choosing flowers and shrubs, ordering them and supervising their planting. Corinne Howard has agreed to join the committee. Board Vice President Jim Callas and Semper Fi President, Billy Rivera, have agreed to assist.

Semper Fi staff are still checking into the possible roof warranty that was issued by Lenox Roofing, in 2018, when the roof was replaced. A portion of the facade of **building 3973 Forsythia Court (?)** was damaged during a recent storm and must be replaced.

New Business

As per Billy Rivera, new permanent parking permit stickers have been ordered. They will replace the old green stickers currently in use. The old property management company, Waccamaw, did not keep records of sticker owners and so there is no way to trace a vehicle by sticker number. The new stickers will be traceable to unit and owner.

New Owners: Currently receive an assessment certificate and a Welcome packet. There is a \$400 charge for the assessment certificate.

There was mention of a charge for a drain back flow inspection. No Board members were aware of it. Semper Fi to investigate.

General meeting was called closed at 6:19pm by President Virginia Binder.

Executive session opened by President Virginia Binder at 6:21pm and closed at 6:29 pm by President Virginia Binder.