

# Don-Cesar Property Owners Corporation (DCPOC)

## Board Meeting

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20 March 2023 / 6:30 PM / Don Vista

### ATTENDEES

- Betty Rzewnicki, *President*
- Kevin Hughes, *First Vice President*
- Ed Chima, *Third Vice President*
- Mary Beattie, *Recording Secretary*
- Rebecca Purple, *Corresponding Secretary*

**NOT PRESENT:** *Ken Folsom, Second Vice President, Mike Savage, Treasurer*

There were sufficient board members for a quorum.

Meeting was called to order by BR.

### AGENDA

#### Last Meeting Follow-up

- M&N Committee–guidelines, fences, Hotel Zamora

Ed asked the Board for input with regard to how to secure M&N. Perhaps we need to adapt bylaws and create rules and regulations for DCPOC residents to follow. Can we afford to hire a property management company to assist with the implementation of such strategies? Board members will try to contact property management companies and gather information about their services and fees.

The DCPOC bylaws and rules will need to be consistent with the new City Beach Ordinance.

All agreed that a list of priorities for securing M&N needs to be established. The priorities would include, but not limited to the following:

Types of Locks–codes or keys. Discussion ensued as to the pros and cons of each and the majority agreed that keys would be preferred. How many, to whom the keys would be distributed and the cost will need to be determined.

Fences–The fences will be placed on the east side of the concrete sidewalk.

Hotel Zamora–No agreement has been signed.

Property Management–All agreed that we should try to find a property management company to assist DCPOC now that we own the property. The duties of the management company would include the making and distribution of keys, the maintenance of the fences and gates, and maintenance of the grounds. Additional responsibilities would include the enforcement of rules and regulations, once adopted.

- DCPOC Newsletter–The newsletter is costly and there was discussion about alternative methods of communication. Suggested alternatives were postcards with QR codes, a newsletter via email, text messaging new and timely information. Communication would also occur through Facebook and Nextdoor. The concern is that some people still do not use email or computers. The suggestion was made to mail a hard copy to those who request it. Members would have to opt in to the email newsletter.

### **New Business**

- A List of Priorities for the Board for 2023–Betty asked board members to put a list together and share with other board members for input.

**Ed–M&N**

**Mary–Property Management**

**Betty–Flooding**

**Becky–Newsletter**

- Consider inviting the new Commissioner to one of our meetings.

## **MOTIONS**

**MOTION** by Ed to authorize Allison Doucette of Bartlett Loeb Hinds & Thompson to send a Cease & Desist letter to the Hotel Zamora. The cost not to exceed \$600.00. Seconded by Betty. All Board Members present approved. Moti carriedon.

**MOTION** by Betty to be reimbursed \$80.00 for postage for the newsletter. Seconded by Becky. All Board Members present approved. Motion Carried.

**MOTION** by Betty to remove Marta Slaughter and Linda Beaman from the bank account and assign Beatriz Rzewnicki, President, Becky Purple, Corresponding Secretary, and Mary Beattie, Recording Secretary as signers. Seconded by Ed Chima, Third Vice President. All Board Members present approved. Motion carried.

## **ACTION ITEMS**

1. Ed will send out mock ups of signage for board members to review.
2. Communicate with residents about the status of M&N with regard to fences, gates and security.
3. Working documents for 2023 Board priorities.
4. Search for property management company.

## **UNFINISHED BUSINESS**

M&N Committee timeline and decisions on fences and gates.

Timing of next newsletter.

**MEETING WAS ADJOURNED AT 8:30 PM**

