

CRAFT FARMS

PROPERTY OWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING

October 5th, 2020 ~ 333 Cypress Lake Drive

MINUTES

Be it known that the Board of Directors of the Craft Farms Property Owner's Association met at a meeting duly called and held on October 5th, 2020 at 333 Cypress Lake Drive in Gulf Shores. A quorum being present, President John Mitchell called the meeting to order at 3:00p. Other Directors in attendance were Mickey McCaleb, Kim Gordon, Terry Moody, Cynthia Tunnell, Leroy Shamburger, Norm Randolph, Billy Adcock, and Donna Nelson. Director Gene Turner was absent. Committee Chairmen present were Tom Grabowski and Forrest Forbes. Alan Spaulding, POA Maintenance Technician and Angela Mitchell, Association Manager were also in attendance.

APPROVAL OF MINUTES

Minutes from the September 21, 2020 meeting to be submitted at November Board Meeting.

UNFINISHED BUSINESS

1. **Cottages at Craft Farms Update** - John Mitchell updated the Board on the Cottages at Craft Farms development. Based on the letter John sent to the developers, they changed the golf course border in their proposal. We will know in the next week if the issue will be on the October Agenda for the Planning Commission. John would like to send a survey out to all property owners to find out their thoughts on what they'd like to see developed.
2. **Hurricane Sally Clean-Up** – Major Discussion points regarding Hurricane Sally clean-up as follows:
 - John and Alan met with the Insurance adjuster. The POA's policy covers the street lights on Cotton Creek Blvd as well as each individual village (all 10 listed on policy). The claim will be filed once all the proper documentation for the lights has been sent. This will be collected in the next couple of weeks.
 - Forrest Forbes went over the spreadsheet he made for the Common Area Clean-Up bids he received (*spreadsheet to be added as pages 3 and 4 of these Minutes*).
 - The Board would like to have Forrest check on using both companies who submitted the two lowest bids for "east and west" village clean-up. He will check as he feels the bids he received were with the assumption the company would get the entire job. John Mitchell made a motion to give Forrest the authority to work out what he can not to exceed \$36,900. Micky McCaleb seconded. Motion carried.
 - Reimbursement for expenses incurred by property owners for removal of Signature Trees without prior approval of the Board were discussed at length. **The Board's position is that no unauthorized expenses will be reimbursed**; however, if special circumstances arise, the Board will discuss them on a case-by-case basis.
 - Alan has been working diligently on the damaged irrigation systems. He hopes to have them completed in the next couple of weeks.
 - In the event of major irrigation damage, Forrest mentioned the possibility of hiring an outside source. He will keep the Board updated.
 - An expedited ARMC Request Form has been developed that can be approved by Village Representatives for property owners who have Hurricane related damage to roofs, landscaping and pool enclosures where the intention is to restore the property to original condition without significant modification using same colors and materials. The form will still be given to Angela to keep for POA records.

SUB-DISTRICT ISSUES

Most Sub-District issues were discussed during the Hurricane Sally discussion (*see Unfinished Business – Hurricane Sally Clean-Up*) with the following exception(s):

- **Cypress Gardens** – Micky McCaleb – Micky gave Angela a list of vacant lot homeowners he'd like Angela to contact regarding getting their property cleaned up. The two contracted companies can be used as referrals if needed.
- **St. Andrews East** – Donna Nelson – Donna discussed a complaint by a homeowner regarding a dam that has trash/debris in excess. John looked up the pond and it belongs to the golf course so advised her to contact Jason.

COMMITTEE REPORTS

- **Finance Committee** – Tom Grabowski – Updated the Board on the 3rd quarter closing and informed them that we have set up a “Hurricane Sally” account to track all expenses related to the hurricane.
- **Landscape Committee** – Forrest Forbes - See Hurricane Sally Discussion notes.
- **ARMC** – Fred Fedok – Expedited ARMC Emergency Repair Form (*see Unfinished Business – Hurricane Sally Clean-Up*)

NEW BUSINESS

There was no new business discussed

ANNOUNCEMENTS

The next Board meeting will be on November 2nd, 2020 at 3:00 p.m. Location to be announced.

ADJOURN

The motion to adjourn was made by Terry Moody and seconded by Cynthia Tunnell. Motion carried and the meeting was adjourned.