

## **Riviera Dunes Board of Directors- Emergency Meeting – Covid -19**

**April 2<sup>nd</sup>, 2020 Laguna Clubhouse- 1:00 PM**

**Teleconference Meeting- Go to Meeting ID. # 865-124-093**

I. Call to Order- Shay Hawkinberry- President

II. Proof of Posting- Notice sent out to all sub-associations with log in credentials related to Board Emergency Meeting related to Covid-19.

III. Quorum Present- Rob Hartwell, Drew Denick, Deborah Sperry, Bob Crowley, Shay Hawkinberry.

IV. New Business

- a. Security Golf Cart discussion- determined golf cart was meeting the guidelines and regulations for a utility cart/ security and operates on private roads owned by the Master Association.
  - Ted Knocke will research if the cart needs to be insured and by whom.
  - Motion to approve cart for utility and security use- Motion Ted Knocke, seconded by Deborah Sperry, all in favor motion passed.
- b. Discussion of Landscape irrigation by Drew Denick to provide irrigation for the 3 monuments. Cost of project would be 7K, and scope would be to have semi annual plantings at each monument. Decision was to table the Motion until next meeting and research where the appropriate funding would come from and vote at that time.
- c. Drew Denick- discussion of the Duncan Sea Wall Barge parked in Riviera Dunes Harbor with no work scheduled. Argus will notify Operational managers and owners to remove vessel in 24 hours. Bob Crowley and Ted Knocke stated vendor performs a great deal of business in community and see not reason why vendor would not comply.

V. Committee Reports

- a. Website – Ted Knocke reported Saul doing a great job with web posting and creating in addition to posting Information related to Covid-19 regarding Executive Orders and CDC recommendations. Rob Hartwell stated he would send all legislation passed on a Federal, state, and local levels by way of links to the Board for review and possible posting.
- b. Disaster File- Deborah Sperry stated the data has been updated and forwarded to all sub associations for residents to use. Requested an updated list going forward of the

sub associations board of directors. Deborah Sperry stated Argus will be in receipt of the list to post on their website as well.

#### VI. Emergency Business related to Covid-19

- a. Shay Hawkinberry stated there was one confirmed case of Covid-19 in the single-family homes area.
- b. Shay Hawkinberry and Deborah Sperry stated the findings from the association attorney discussion. Board discussion related to the Master Boards areas of responsibility and rights available.
- c. Board determined it is their responsibility as the Master Association to provide a notice in a notice format confirming a positive Covid-19 case in the single-family community.
- d. Discussion of amenities still open and the strong recommendation from the Master Board of Directors to those sub associations to immediately close.
- e. Stay at Home order goes into place at Midnight and all non-essential guests, vendors, contractors, housekeepers, etc. should not be granted access to the community.
- f. Board also supported Executive Orders related to no short-term rentals in all associations in addition to the marina.
- g. Notice will be posted in all building lobbies, community boards, websites, and social media explaining the confirmation of a Covid -19 case and the governing procedures and regulations related including 14-day quarantine, fines, and or incarcerations
- h. Deborah Sperry read off the proposed" notice "to the Board Members and stated all would review and draft before sending out.
- i. Motion to approve the notice and posting- Deborah Sperry, Rob Hartwell seconded, (Shay Hawkinberry -Yay, Bob Crawley Yay, Ted Knocke Yay, Drew Denick Yay), motion passed.

#### VII. Resignation and Attendance of Members (Sec 5.06 Riviera Dunes by Laws))

- a. Lana Wagner submitted resignation form the Board and oversaw the Dock Committee. Jim Bailee, President of Laguna stated he could fill in until annual meeting.
- b. Shay Hawkinberry announced Bob Crawley had missed more than three Master meetings and thus considered a resignation under the Declaration and By-laws.
  - Bob Crawley will inquire if there are any other possible candidates for the Marina to be on the board and suggested Barry Allen.
- c. Shay Hawkinberry motion to appoint Jim Bailee, and Barry Allen to the Master Board. Motion- Shay Hawkinberry, seconded by Bob Crawley, all approve, motion passed. Bob Rawley to get back with board on Barry Allen's confirmation.
- d. Drew Denick mentioned Ken Johnson might be a possible candidate.
- e. Deborah Sherry Mentioned that Saul would be a potential candidate for the Laguna and resides there as well.
- f. Deborah Sperry to provide their Bios and notice of candidacy to Argus to present at Board Meeting

- g. Board decided to send out notice of Postponement of the Annual Meeting until a later date Due to Covid-19 pandemic. Argus to send out notices to all sub- associations and stated the new notice needs to meet the 14-day noticing period.

VIII. Motion to Adjourn 2:55PM – Shay Hawkinberry, Bob Crawley seconded, all in favor, motion passed

For the Board of Directors,

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