

PACIFIC BLUFFS CORP 2
Agenda of The Board of Directors Meeting
Date of Meeting – October 25, 2023
6:30 PM

Members Present: George Anderson, John Peters, Mark Logan, Rita McCandless, Robyn Halbridge, Robyn Litwin

Members Absent: Jeff Plourd,

The monthly meeting was called to order by Corp. II Secretary at 6:38 PM.

Homeowners/Residents: None

Homeowners' Concerns: None

Approval September 26, 2023, Board Meeting Minutes: Mark motioned, George seconded, motion passed.

| Treasurer's Report: | September 30, 2023 |
|----------------------------|---------------------------|
| Operating Cash Account | \$ 30,945 |
| Reserve Fund Bank Account | \$ 254,769 |
| Net Assets | \$ 260,187 |

Approval of the Treasurer's Report:

Robyn L motioned, Mark seconded, motion passed.

President's report:

1. Budget for 2024
 - a. Monthly dues for 2024 will require an increase.
 - b. Rita motioned to increase dues by \$25 beginning January 1, 2024, Robyn H seconded, board approved the increase for a total of \$465 monthly.
2. General Pacific Bluffs
 - a. Another unit has old termite damage; no active live infestation found; repairs will be needed.
 - b. Sewer system maintenance by Affordable Drain is complete for Corp II.
 - c. Corp II is working with a leak detection person to investigate a possible underground leak as sump pumps are running with no rain.
 - d. Reserve study will be performed by year end.
 - e. One building's sewer line is showing damage to be addressed soon to reline the pipe. Pipelining companies will be called to inspect and give bid.
 - f. State required balcony inspection will be on October 23, 2023.
 - g. Martin Lynn Roofing will be inspecting all building roofs for upcoming winter season.
3. Landscaping
 - a. Annual palm tree trimming is October 26, 2023.
4. Old Business
5. New Business

President's Report accepted; motion made by Mark seconded by Robyn L motion passed.

The meeting adjourned 7:05 PM. The next meeting will be November 29, 2023.

Robyn Litwin

Respectfully submitted, Robyn Litwin