

**Board of Directors Meeting – Minutes
Riverland Inc – April 15, 2022**

Note: Item numbers in the minutes correspond to item numbers in the original agenda.

1 Call to Order

- Following a call to order by President Joanne Collagan and Pledge of Allegiance; Shareholder Robert Crichton (Lot 185) provided brief remarks and led the assembled group in prayer.

- Following a brief recap of her Riverland volunteer activities and as a member of the Riverland Board of Directors, with ten years as Secretary and one and a partial year as President, Joanne stated her time on the board being both challenging and rewarding. Joanne also provided a brief update on Dave Sweat's (Lot 175) recent accident at the Riverland Marina resulting in him being hospitalized with an operation scheduled for 4pm later today. President Collagan also announced the usual presentation by the Bridgeview Representative would be deferred to 10:30am.

- Secretary Don Barber called the roll. President Joanne Collagan, Vice President Bill Sparks, Secretary Don Barber, Treasurer and Transfer Director Brenda Nolin, Marina Director Neal Potts and Maintenance & Pool Director Cliff Wedel were all present. No board members were absent (at this time the board consists of only six members) and a quorum was established. See Attachment 1.

- Secretary Don Barber asked for a motion to approve the minutes of the prior meeting without reading; Treasurer and Transfer Director Brenda Nolin so moved with Vice President Bill Sparks seconding and followed by unanimous approval from all board members.

2 Approval of Agenda

- Marina Director Neal Potts added a missing Shareholder (Richard 'Rich' Dugan, Lot 91) to the list of prospective Marina Committee members detailed in item 5.3.

- Secretary Don Barber briefed one correction to item 5.1: The reference to a company having 'no-quoted' the requested work is incorrect - the company was actually non-responsive.

3 Officer, Director, Committee and Staff Reports

3.1 President Joanne Collagan: Remarks were included in the call to order above.

3.2 Vice President Bill Sparks: Has been covering the role of Compliance Director on an interim basis and wanted to emphasize to those Shareholders leaving for the summer to ensure their unit was in compliance with community standards, or to have made arrangements to address any needs in this area.

3.3 Secretary Don Barber/Social Club Liaison/Hearing Committee Liaison: Read into the record one board approval executed since the last meeting consisting of board's approval of the purchase of Lot 120.

3.4 Treasurer and Transfer Director Brenda Nolin/Finance Committee/Transfer Committee: Reported current account balances and a transfer record (see attachments 2 and 3). Provided a brief background on the recent sale of Lot 120 to Robert and Rose Sipe, a couple which happen to be twice-prior Riverland residents.

3.5 Compliance Director: See item 3.2 above.

3.6 Marina Director Neal Potts/Marina Committee/Boaters Club Liaison: The chain link fence to be installed between Riverland and the Bridgeview complex will extend from the end of wall towards the river and will terminate near the rear of Lot 190 and in heavy brush which would be impassable to anyone.

3.7 Maintenance & Pool Director Cliff Wedel/Maintenance & Pool Committee: Item 5.1 on the agenda was addressed as part of Director Wedel's remarks.

5.1 Quotes were recently solicited for expansion of the patio area around the Riverland pool. Two quotes were received, and the lowest bidder was Pavers Plus LLC in the amount of \$21,500, a company that has performed work in Riverland in the past and has an excellent track record. This work will be performed during the summer season and will extend the existing patio area out to the new fence line, and the work will not result in the closure of the pool.

Secretary Barber expressed concerns about expending funds based only on two quotes, and a sourcing action that could have been conducted anytime earlier in the year but was executed only days prior. Secretary Barber also expressed concerns about the timing of this motion, and how only now bringing this matter to the Board during the last meeting of the season places the Board in an untenable position – either reject the motion to allow time for obtaining additional bids and protecting the financial interests of the Shareholders but also miss the entire summer construction season, or accept the results of a last-minute less-than-robust sourcing action to allow the pool project to remain on schedule – and neither option was particularly desirable. Secretary Barber also inquired that if only two quotes were received why were additional quotes not requested from additional companies, as the incremental cost associated with emailing an additional bid package is minimal. Maintenance Employee Tom Nolin expanded on the sourcing process indicating quotes were requested by telephone, and four companies were contacted with two companies not responding (information different from that provided for agenda preparation), and that it was not his job to email potential suppliers and if that needed to be done than Secretary Barber could do it. Several shareholders expressed support for the selection of Pavers Plus LLC for the work.

Motion to authorize the expenditure of \$21,500 towards the expansion of the existing patio area around the Riverland pool as described in Pavers Plus LLC estimate 972 dated April 5, 2022.

Supporting the motion were President Joanne Collagan, Vice President Bill Sparks, Treasurer and Transfer Director Brenda Nolin, Maintenance & Pool Director Cliff Wedel

and Marina Director Neal Potts. Not supporting the motion was Secretary Don Barber.
Motion Passed

3.8 Maintenance Employee Tom Nolin: In addition to the comments made during the discussion on item 5.1, Tom provided an update on the relocation of various plants for the patio expansion with the larger plants remaining in their current location. Tom also indicated plans to paint the clubhouse during the summer.

3.9 Office Manager/Bookkeeper Polly Brown:

- The printer has provided a final proof of the new Riverland Phone Directory, but we are still awaiting the quote.

- Reminder to all seasonal residents to turn in their Hurricane Preparation Checklists prior to departing the park and along with any parking permit slips if others are to be park in their driveway while they are away and expressed thanks for those seasonal residents who have already done so.

4 Unfinished Business: Matters requiring action and continued from one or more prior meetings

4.1 Florida Statute 719.106(1)(c) requires any agenda item added for a board meeting must be noticed and ratified at the next regular meeting of the board. Added to the March 2022 regular board meeting agenda was an item authorizing repairs to the main lift station.

Motion to ratify the March 2022 decision to authorize the expenditure of \$38,602.52 towards work for the main lift station and as described in Stuart Plumbing estimate dated March 15, 2022.

The inclusion of this agenda item is a statutory requirement. All present in favor of ratification. **Motion Passed**

4.2 Report out on Agenda Item 6.2 from the March 2022 meeting and referred to the Maintenance Committee for investigation.

Agenda Item 6.2: Motion to direct the Maintenance Committee to investigate the possibility of installing an outdoor grade convex safety mirror at or near the exterior corner of the office portion of the Riverland Clubhouse to enhance driver visibility when drivers are stopped at the stop sign located on the Front Street side of the intersection of Front and 5th, and to make a recommendation to the Board for consideration during the April 2022 board meeting.

Maintenance & Pool Director Wedel provided a brief recap of the above investigation along with a recommendation for the installation of one or two safety mirrors, and the potential relocation of a stop sign. Treasurer and Transfer Director Brenda Nolin indicated her research indicated the typical unit cost of a safety mirror could be up to \$200 each. Following discussion, the following motion was formulated to authorize this work:

Motion to authorize the installation of up to two convex safety mirrors authorizing funds for the same with a unit cost of \$200 or less each, and the relocation of street signage as deemed necessary in support of this effort. All present in favor. **Motion Passed**

5 New Business: Matters presented for action and not previously addressed in a prior meeting

5.1 Addressed during item 3.7 above.

5.2 Board member and Compliance Director Joe Loor submitted his resignation from the board effective April 1. The Board extended our appreciation for Joe's efforts over the past 14 months and his contributions to the Riverland community.

Per Florida Statute 719.106(1)(d)(6) a vacancy occurring on the board prior to the expiration of a term may be filled by affirmative vote of a majority of the remaining members. Shareholder Jack Corliss (Lot 51) has agreed to serve as a board member and Compliance Director until the next Board election on February 17, 2023.

Motion to appoint Shareholder Jack Corliss (Lot 51) as a member of the Riverland Inc Board of Directors for a term starting at 12noon on April 15, 2022, and concluding on February 17, 2023, and concurrently to the position of Compliance Director for the same term.

All present in favor. **Motion Passed**

5.3 Article VII of the Riverland Bylaws requires new committees be formed upon appointment of any new director; new Marina and Compliance committees are needed. With the advancement of two members of the Hearing Committee to the board the number of Shareholders on that committee no longer meets minimum requirements. Committee membership requires approval by the Board and a resolution.

A motion to:

- Re-establish the Marina Committee with Shareholders Roy Lewis (Lot 163), Greg "Toby" Tobin (Lot 6), Darryl Lynn (Lot 130), Robert "Bob" Schultz (Lot 19), George Acosta (Lot 167), Barry Coombs (Lot 1) and Richard 'Rich' Dugan (Lot 91) as members and Marina Director Neal Potts as Chairperson;

- Re-establish the Compliance Committee with Shareholders George Acosta (Lot 167), Bob Crichton (Lot 185), and Michael Perna (Lot 190) as members and Compliance Director Jack Corliss as Chairperson;

- Appointing Shareholders Sharon Sperry (Lot 2), Ellen Dugan (Lot 111), and Karen DeLorenzo (Lot 117) to the Hearing Committee as regular members, reappointing all remaining regular and alternate members to the committee, and tasking the Hearing Committee to assemble within 30 days to select a new Chairperson and canceling the now redundant October 26 committee meeting.

- and authorizing the Secretary to issue a resolution to this effect.

All present in favor. **Motion Passed**

5.4 Creating a volunteer Neighborhood Development Monitor role to periodically gather information on the development of property parcels within 300 feet of Riverland. During discussion Secretary Barber displayed a photograph of an typical City of Stuart blue hearing notice sign (signs for County hearings would be yellow) and specifically for the recently held City of Stuart Local Planning Agency hearing for the Indian Street site formerly leased to Rorabecks (parcel 38-38-41-002-039-00010-8). Additionally, he outlined this volunteer role would strive to collect information on nearby sites that would typically precede the posting of notice signs – like pending site sales, nature of planned development, and when development plans would be presented to the city/county – and information that typically would be available after any hearings – like hearing recommendations, and changes in development timelines, and so on.

Motion to create a volunteer role of Neighborhood Development Monitor for a five-year period starting July 1, 2022, with the objective of periodically gathering information on the development status of property parcels within 300 feet of Riverland, and producing a report during the first month of each quarter for the benefit of the Board of Directors and Shareholders on the current development status of each parcel, and with the role initially assigned to Secretary of the Board Don Barber but also authorizing the Secretary to recruit a replacement volunteer Shareholder for the role, and authorizing the Secretary to issue a resolution to this effect.

All present in favor. **Motion Passed**

5.5 Suspension of Board meetings May through September 2022.

Motion to suspend regular monthly Board meetings from May through September 2022, and scheduling the next regular Board meeting for 9:30am, Friday, October 21.

Supporting the motion were President Joanne Collagan, Vice President Bill Sparks, Treasurer and Transfer Director Brenda Nolin, Maintenance & Pool Director Cliff Wedel and Marina Director Neal Potts. Not supporting the motion was Secretary Don Barber.
Motion Passed

5.6 Replacing the current pet policy in Article VIII of the Riverland Rules & Regulations with an expanded more detailed ‘no animal’ policy also incorporating an application process for service animals and emotional support animals, and as detailed in the attachment.

Motion amended to defer action to allow re-work for brevity of the draft replacement Article VIII during the summer season. All present in favor. **Motion Passed**

- Following conclusion of the discussion on the above item and upon arrival of the Bridgeview presentation team at 10:30am, Secretary Barber made a motion to postpone all remaining agenda items (5.7-5.10, 6, 7, 8, 9 and 10) and adjourn the meeting upon conclusion of the Bridgeview presentation. All present in favor. **Motion Passed**

1.3 Today’s Bridgeview presentation was made out-of-sequence at 10:30am by Billy Mitchell, on-site General Manager for Straitcon. Billy provided a general update on project status with build-out of the upper floors continuing and roof trusses are expected to be installed in the near future. The irrigation system for the landscaping on the Riverland side of the wall will also occur in the near future along with

construction of the fence extension from the wall towards the river. The work to tie the project into the buried water main at the street entrance to Riverland will be disruptive but one lane of access will be maintained at all times. In response to a shareholder inquiry Billy also indicated this work will not impact water pressure in Riverland and the work will not result in any boil water order.

11 Adjournment: Following the Bridgeview presentation President Collagan announced adjournment of the meeting.

6 Attachments:

- 1 Roll Call
- 2 Treasurer Report – Board Meeting – April 15, 2022
- 3 Transfer Report – April 15, 2022
- 4 Pavers Plus LLC – Estimate #972 Dated April 5, 2022
- 5 City of Stuart hearing notice sign (parcel 38-38-41-002-039-00010-8)
- 6 Postponed Replacement Article VIII for the Riverland Rules & Regulations