

SANDY CREEK AIRPARK OWNER'S ASSOCIATION, INC.
MEETING MINUTES OF THE BOARD OF DIRECTORS
September 7, 2022

A meeting of the Board of Directors of the Sandy Creek Airpark Owner's Association, Inc. was held on September 7, 2022 via conference call.

- I. Call to Order and Quorum Certification:** The meeting was called to order at 3:36 p.m. with Board members Patrick D'Isernia, Mark Dorsten and Kevin Cruson present. Patrick Harvey from Burg Management was also in attendance and recorded the minutes.
- II. Proof of Notice:** Management confirmed that notice of the Board meeting was posted in accordance with Association By-Laws.
- III. Approval of Previous Board Meeting Minutes:** By consensus, the meeting minutes from August 11th meeting were approved.
- IV. Old Business:**
 - a. Board Update of Community Projects
 - Windows have been installed in the clubhouse. Doors are on order approximately 4 weeks out. Siding installation should be completed today. Mark is still seeking bids for painting and soffit installation. Sand and gravel for the culvert repairs are on-site and ready to go. Waiting on Kevin to bring his tractor in next week.
- V. New Business:**
 - a. **EAA Discussion-**
 - The Board confirmed its commitment to the invitee policy of the Rules and Regulations and its application to the EAA. The EAA, although not responsible for assessments, is responsible to the Rules and Regs and the Invitee policy contained within. The EAA should submit \$500 payment for each operable plane and provide copies of Certificates of Insurance (COI) with the Association named and copies of FAA license in applicable.
 - The EAA President, Mr. Green, contacted management about the ageing and damaged culvert on their lot. Mr. Green claims the Association is responsible for all drainage repair, but the culvert is placed well within their lot and solely for their benefit. The Board came to discussion to offer to buy back the EAA lot in accordance with their Deed (\$1000) and then the Association will complete the repairs.
 - Mr. Green also complained about trees that encroach on the entrance road and lead to the runway. Mr. Green states this poses a danger to aircraft moving to the runway from the EAA lot. The Board clarified its position that the trees and bushes are between two individually owned lots and therefore each lot owner's responsibility, not the Association as is not common area. Additionally, the EAA's use of the runway is allowed at the discretion of the Board of Directors and not entitled by written instrument.
 - b. **Rules and Regulations Compliance-**
 - The Board clarified that they would like to enforce the Rules and Regulations dated Jan 10, 2017. Specifically, the Invitee policy which requires \$500 payment for each invitee, copies of COIs with the Association named, and copies of FAA license. Patrick H. will publish on TownSq a PDF copy of an excel sheet showing the tail number and owners name for each aircraft and track compliance on an annual basis (calendar year). The Board will begin work on revising the 2017 Rules and Regs and promulgate it to members in accordance with Florida States Statue.
 - c. **Consideration of New ARC Process-**
 - The Board would like to consider outsourcing ARC application reviews to a professional service, as allowed in the Declarations. Patrick D' motioned to have VBA Design in Panama City be formally part of the ARC application process. The motion was seconded by Mark Dorsten. The motion was approved unanimously. The fee charged by VBA Design will be the application fee as allowed in the Declarations. VBA will receive and review application ARC

applicants and ensure compliance with the Governing Documents. After review, VBA will provide a recommendation to the Board. The Board will vote and render the decision to the applicant.

VI. Adjournment: With no further business, the meeting was adjourned at 4:27 p.m.

Respectfully Submitted,

Patrick Harvey
Association Manager