



**The Shores at Berkshire Lakes
Master Homeowner's Association, Inc.
Board of Directors Meeting Minutes
August 21, 2025 -6:00 pm**

Attending:

Board Members: Colleen Rinaldi, Linda Myron, Lee Kurasowicz, Kelly Flynn, Bill Allen (Zoom), Wade Merrick (Zoom), Brian Young (Zoom).

Anchor Associates: Courtney Frimel, Brad Phelps

Colleen called the meeting to order at 6:05 pm.

A quorum was present. The Proof of Notice was reviewed and is acceptable.

Meeting Rule:

The following rule was used for the meeting. An owner may speak for three minutes on any agenda item, no Members / Owners wishing to speak are asked to sign up on the sign-up sheet under the specific issue they wish to address. (Zoom attendees may indicate the agenda items they'd like to speak on in the chat at the start of the meeting) The Board will recognize the Member/Owner by name and invite them to share their comments. Members / Owners are entitled to speak for up to three minutes on any agenda item at the appointed time. Members may speak on the same agenda item a second time, for up to one and a half minutes after all other members wishing to speak have done so.

Approval of the Minutes:

Lee motioned to approve the July 17, 2025 MHOA Workshop Minutes. Linda seconded. All in favor. 7-0

Treasurers Report:

Linda Myron reported that she received the July 2025 financial statements from Anchor Associates. Revenues were on budget and actual expenses were under budget. As a result, the current year income is \$14,682.95.

ACC Committee:

Bob Zappa reported:

i.	7777 Haverhill Court	Roof Replacement	RECOMMENDS APPROVAL
ii.	7829 Berkshire Pines Drive	Roof Replacement	RECOMMENDS APPROVAL
iii.	7424 Berkshire Pines Drive	Doors and Windows	RECOMMENDS APPROVAL
iv.	7905 Leicester Drive	Catch Basins	RECOMMENDS APPROVAL
v.	7937 Leicester Drive	Tree Removal	RECOMMENDS APPROVAL
vi.	7768 Haverhill Court	Painting Lanai Cage	RECOMMENDS APPROVAL
vii.	7517 Lourdes Court	Windows	RECOMMENDS APPROVAL
viii.	7797 Berkshire Pines Drive	Windows	RECOMMENDS APPROVAL
ix.	7481 Berkshire Pines Drive	Sliders & Windows	RECOMMENDS APPROVAL

Lee motioned to approve the recommendations above. Linda seconded. All in favor. 7-0

Lee motioned to appoint Tom Swift to the ACC Committee. Wade seconded. All in favor. 7-0

Social Committee:

Kelly shared an update from Nancy Taylor. The Welcome Back party will be on 10/18/25, with dinner provided by Haney's and entertainment by Debbie Guthrie. Sign-ups will begin on 9/18/25.



Lake Committee:

No Update

Unfinished Business:

- a) Pool- Review of ongoing pool issues and necessary repairs/renovation were discussed. Bids from 3 companies to re-pipe and repair pool equipment were reviewed. Nassau Pools (current pool vendor) \$58,700. Pinch-a Penny \$48,707.74 (includes additional needed replumbing to heaters that is not in the other bids) and Colonial Pools \$41,650. Lee made a motion to approve the Pinch-A-Penny bid for \$48,707.74. Wade seconded. All in favor. 7-0. Linda confirmed that there is \$81,000 currently in reserves for the pool. While the pool is closed for this renovation, a no-drain acid bath can be used to clean the staining in the pool. Lee motioned to approve \$5,246 bid from Pinch-A-Penny for the no-drain acid bath. Linda seconded. All in favor. 7-0
Monthly maintenance contracts from Nassau Pools and Pinch-A-Penny were discussed. Lee motioned to terminate the maintenance contract with Nassau Pools effective 8/25/25. Linda seconded. All in favor. 7-0. Lee made a motion to approve the Pinch-A-Penny monthly maintenance contract for \$1,600 per month. Linda seconded. All in favor. 7-0
- b) Fitness Center AC- 2 Bids were previously received and reviewed for replacement of the fitness center AC as well as a maintenance contract. An additional bid was received from B&J Property/AC Allstar and discussed. Lee motioned to approve the B&J Property/AC Allstar service contract for \$825 per year. Wade seconded. All in favor. 7-0
Lee motioned to approve the bid from B&J Property/AC Allstar to replace the AC unit in the fitness center for \$8,895. Wade seconded. All in favor. 7-0
- c) Lake Aeration-Colleen gave updates and summaries of the 3 lake aeration bids that have been received. Additional aeration has been recommended to combat algae and vegetation that is also causing the fountains to be clogged. Bids for adding aeration in phases will be pursued as well as other alternatives like adding specific plantings. A member suggested hiring an independent engineer to assess the lake.
- d) Clubhouse Cameras- A bid to replace camera equipment as well as add 5 new cameras (2 in the ballroom, 1 in the billiards room and 2 in the pool area facing the pool equipment) from New IQ was reviewed and discussed along with the bid from Hotwire that was previously discussed. This would be paid for from the Machinery fund that is currently \$45,000. Lee motioned to approve the bid from NewIQ for \$18,663.42 for new equipment, service and maintenance. Brian seconded. All in favor. 7-0
- e) ACC Guidelines-A workshop was previously held and the ACC was asked to consider recommending any necessary changes to the guidelines. Colleen suggested another workshop may be needed to also include discussion of oak tree maintenance and removal, as well as define who is responsible for trees overhanging the roadway or sidewalks, or causing damage to the sidewalks or to an owner's property. Any changes or updates to the guidelines must start with a recommendation from the ACC, followed by a 2 week notification to residents prior to any board vote.
- f) Hotwire Update-Over 200 homes have been upgraded. Please call Hotwire before the new contract begins 10/1/25 to schedule. Installs can be scheduled for after 10/1 for seasonal residents.
- g) General Maintenance Updates- Catch basins were probed and cleaned where needed. Camera scopes may need to be done on some areas that are still experiencing flooding. Sidewalk repairs have been done where needed due to trip hazards. Landscape lighting along the Santa Barbara entrance way will be repaired. Lighting at the bocce court is being looked into.

New Business:

- a) Management Company Contract- Anchor Associates submitted a renewal contract last year that was not signed by the previous Board. Additional bids have been requested for comparison of services offered and price before signing a renewed contract. Board members and members shared their opinions,



priorities for a management company and concerns about which management companies are considered.

- b) Proposed Board Members' Areas of Responsibility –Bill presented a proposal that would divide responsibilities among board members. Directors would own specific areas of responsibility within the community and on the board. The director assigned would be responsible for “heading up” any issues in each of their areas of responsibility, by researching problems, finding solutions and getting competitive bids, as well as create area specific committees if needed. Some board members shared their concerns with having a only a single board member responsible for each area vs working more collaboratively.

Member Comments:

Roger Mariani asked Brad and Courtney if the board had the right to remove him from the ACC at the last Board meeting without it being listed on that agenda. They confirmed that the removal was valid.

Adjournment:

Lee made a motion to adjourn the meeting at 7:50 pm, Linda seconded. All in Favor.

Respectfully submitted,
Kelly Flynn- Secretary