**SOUTHEASTER, INC.**

**BOARD OF DIRECTOR’S SPECIAL ASSESSMENT MEETING MINUTES**

**AUGUST 31, 2019**

The Southeaster, Inc. held a Board of Director’s Special Assessment meeting on Saturday, August 31, 2019 in the recreation room of the Southeaster Condominium, 4841 Saxon Drive, New Smyrna Beach, Florida. Notice of the meeting was duly posted on the Association property at least 14 days in advance. A quorum of the board was established and Linda Breum, President called the meeting to order at 9:05 a.m. Directors present were Linda Breum, President and Diane Vinson, Secretary. Gabe Miller, Treasurer; Skip Jewett, Vice-President; Frank Melton, Director; Steve Howard, Director and Tom Smith, Director were present via conference call. Holly Keller, Director and Sean Wulff, Director were absent.

Diane Vinson moved to approve the May 25, 2019 Board of Director’s Meeting Minutes which motion was seconded and unanimously approved.

Gabe Miller, Treasurer: Treasurer’s Report attached.

The new recycling bin with detailed instructions seems to be working better. We still have a few issues with owners and guests putting items that do not belong in the recycle bin. We are going to provide printed instructions for all units by placing a copy in each unit during our fire extinguisher inspection scheduled sometime in October.

The dog rule compliance seems to be better.

Steve Howard moved to approve a special assessment in the amount of $600 due from all owners of record for the purpose of locating and replacing all exterior sewer cleanout pipes which motion was seconded and unanimously approved. The special assessment in the amount of $600 will be due and payable on November 1, 2019 with a late fee of $25 if received after November 15, 2019.

The next regular Board of Director’s meeting is scheduled for November 9, 2019 at 9:00 am in the recreation room.

Diane moved to adjourn which motion was seconded and unanimously approved. The meeting was adjourned at 9:32 a.m.

Diane Vinson

Secretary, Southeaster, Inc.