Minutes of the June 30, 2026

Meeting of the Sandy Point Board of Directors

Location/Time: 2924 RBDN / 6:00 p.m.

Board members present: Lyn Berkebile, Kim Ebbs, Barb Shuey, Joe Klein, Mona Stephens, Paula Saul, Nancy Shields, and Kay Piotrowicz

Board members not present: Jay Moser

Additional Attendees: Jerri Guinn, Sandy Point Property Manager and Jim Kress, Long Term Financial Advisor. Todd Snow and Julie Marsh, Sandy Point Homeowners (item #3 only)

1. **Call to Order - Lyn Berkebile (6:00 p.m.)**

2. **Secretary's Report: Approval of June 16th Meeting Minutes – Kim Ebbs**
   - June 16, 2026, Board meeting

   BOD Action: There were no additions or corrections to the minutes. The minutes were approved as submitted electronically and approved unanimously.

3. **HOA Property Management Office Task Force Update - Todd Snow, Task Force Chair**

   Task Force Members: Todd Snow, Barb Shuey, Kay Piotrowicz, Jim Kress and Honorary Advisor Julie Marsh

   Background:
   - On June 16, 2026, Todd Snow presented an interim report on the work of the Office Construction Research Task Force. The task force met with an architect and three contractors specializing in home additions, remodeling, and other freestanding structures to evaluate three potential office construction options.
   - One outstanding question the Board asked the Task Force to look into was what type of impact the renovations/construction would have on the pool and pool house with regard to Americans with Disabilities Act (ADA) requirements. Concerns that grandfathered status could be lost.

   Current Status:
   - Todd told the Board that the Task Force has not yet received guidance on what type of impact the renovations/construction would have on the pool and pool house regarding ADA requirements. Will continue to pursue.
   - The BOD continued its discussion of the interim report, with members asking questions, brainstorming ideas, and considering next steps.

- Todd confirmed that with option #3, the HOA would not incur architect fees nor costs to hire a surveyor. No survey would be required because the footprint of the current building is not changing and we are not building close to the easement.
- The discussion focused on simplifying option #3, which includes:
    - Office Space - remodeling the existing maintenance garage into a one-person office with a half bathroom. Task Force will explore the possibility of utilizing a portion of the Equipment Room and a portion of the nook next to the Equipment Room to create a half bathroom for the office. (This alternative, if feasible, would negate the need to close off and condition the breezeway and to have the pool house bathrooms service the office.)
    - Maintenance Building – constructing a new building to serve as a maintenance garage with the following features:
        - Dimensions 24’x24’ or 24’x32’
        - Concrete floor
        - 10-foot side walls
        - Insulated
        - Utility sink
        - Staircase up to an attic (with OSB finished floor) for storage

Next Steps:

- Task Force will continue to seek regulatory guidance on Code requirements related to occupancy and the number of bathrooms required, and on the ADA requirements.
- Todd will summarize the requirements and draft project specifications that he will forward to the Board for review and approval.
- The Task Force will obtain two to three bids (for each project: Office Space and Maintenance Building) based on the approved concept and present the results to the BOD for further discussion (tentatively scheduled for July 21st).

BOD Action: Mona made a motion to authorize the task force to move forward with Option #3 (simplified) and to provide the Board with the requested information, including project specifications. After receiving Board approval of the project specifications, the Task Force will solicit contractor bids. Barb Shuey seconded the motion. Following discussion, the motion passed unanimously**.**

4. **Review Open or Old Business**
   - Social Committee (follow-up from the June 16th BOD meeting)
     - Barb Shuey led a discussion on the development of a Social Committee that includes distributing a survey to homeowners to better understand interests and community needs and suggested promoting the survey during the upcoming Drinks on the Driveway event. The discussion also included exploring new event ideas and identifying opportunities to increase community engagement.

5. **New Business**
   - No new business

6. **Announcements**
   - Drinks on the Driveway on July 17, Matt Brown & Cristina Melendez, 3118 RBDN
   - Next Board Meeting: July 21 at Joe Klein’s home (2915 RBC)

7. **Adjournment**
   - The meeting adjourned at 7:44 p.m.

Submitted by Kim Ebbs (Secretary)