

**WATERSIDE III AT BAY BEACH CONDOMINIUM
ASSOCIATION, INC.
MINUTES OF THE BOD SPECIAL ASSESSMENT MEETING
September 26, 2024 10:00AM**

1. **Call to Order:** The meeting was called to order by Scott Kitkowski.
2. **Establish a Quorum:** A quorum of members was present between the 5 board members, Scott Kitkowski, Sue Walker, Jeff Lievense, Joel Wilmoth and Donna Kaiser, and owner participation on the Zoom and phone connections.
3. **Proof of Notice:** The meeting agenda was mailed or emailed to all owners September 10, 2024, more than the 14 days required by statute, and was also posted on the bulletin board on September 11.
4. **Approval of Minutes from the August 1st and September 12 meetings.** Joel motioned to waive the reading of minutes from the 2 meetings and approve the minutes. Donna seconded the motion and the motion carried unanimously.
5. **New Business**
 - a. Consideration of a special assessment.
Based on the vote and membership approval at the September 5, 2024 meeting, Scott made the following motion:
Consideration of a special assessment in the proposed total amount of \$107,983.80 to support the lobby alterations shown at the August 1st BOD meeting and approved by a members' vote on September 5th, 2024. It is anticipated that any approved special assessment will be payable in one installment due on October 26, 2024. Each owner will be responsible for their share of the special assessment in same percentage as the annual budget.
Joel seconded the motion and it was unanimously passed by the board.
6. **Owner comments:**
There were no comments made by meeting participants.
7. **Adjournment:**
A motion was made by Donna to adjourn the meeting, Joel seconded, and the board agreed to end the meeting.