

BEACH HOUSE OF PASS-A-GRILLE BOD MEETING

Jun 19, 2026, 01:47 PM

Meeting Information

Organization: Beach House of Pass-A-Grille Condo Association

Meeting Type: Board of Directors Meeting

Date: Friday, June 19, 2026

Time: 2:00 PM – 2:07 PM (EST) **Format:** Virtual Meeting

Board Members Present

- Karin Hoppmann-President, Chris Iaciofoli, Treasurer and Rick Paulson, Vice-President and Ameri-Tech Companies (Gloria Reed) – Property Manager

Owners' Present: Unit 203 and Unit 603

Call to Order

The meeting was called to order at 2:00 PM by Gloria (Ameri-Tech Companies). A quorum was established with all board members present. Notice was properly posted and emailed to all association members.

Purpose of Meeting

Special meeting called to review and approve emergency repair work proposals for the seventh-floor end walls in units 701 and 704.

Background

Karin Hoppmann provided background on the emergency repair situation. The board had been considering exercising emergency powers to repair the end walls for units 701 and 704. However, upon review, the proposed work falls under 5% of the operating budget, which eliminates the requirement for competitive bidding by association by laws.

Karin noted that unit 701 has contracted privately to repair its balconies (private property), so the association's scope is limited to the currently tarped end wall. The board also decided to address unit 704's end wall simultaneously as a preventive measure, given the similar conditions.

Review Proposal

Rick Paulson presented a proposal from Mr. Hayward, the contractor currently performing work on the first floor. The proposal details are as follows:

Total Cost: \$7,680 Unit 704: \$2,880 and Unit 701: \$4,800

Warranties:

- 1-year warranty on contractor workmanship
- 5-year manufacturer's warranty on waterproofing materials

Scope of Work – Unit 701:

1. Remove existing exterior wall assembly as required and strip to wall studs
2. Install one half-inch Weather Shield plywood sheathing (5 sheets)
3. Apply Volcom MCW waterproofing membrane system
4. Install drainage mat and weep screed
5. Install metal lath, reinforcement wire, and stucco finish
6. Prime and apply two coats of exterior paint to repaired wall section

Scope of Work – Unit 704:

1. Remove existing exterior wall assembly as required and strip to wall studs
2. Install one half-inch Weather Shield plywood sheathing (3 sheets)
3. Apply Volcom MCW waterproofing membrane system
4. Install drainage mat and weep screed
5. Install metal lath, reinforcement wire, and stucco finish
6. Prime and apply two coats of exterior paint to repaired wall section

Rick confirmed that the contractor could commence work within approximately 3 days of approval.

Motion 1: Accept Repair Proposal made by Karin Hoppmann and 2nd by: Chris Iacofoli

Motion: To accept the proposal from Mr. Hayward for repair work on the partition walls in units 701 and 704 as presented, at a total cost of \$7,680. The work falls below 5% of the

operating budget and therefore does not require competitive bidding. The proposal and any executed contract documents will be posted on the association website.

Vote: Unanimous approval by all board members present. Motion carried

Motion 2: Adjourn Meeting

Motion by: Karin Hoppmann; **Second by:** Chris Iacofoli: Motion carried

Action Items

Rick Paulson

- Coordinate with Mr. Hayward to execute the proposal contract for the 701 and 704 partition wall repairs
- Ensure work commences as soon as possible (target: within 3 days)

Rick Paulson or Karin

Post the proposal as an association document on the website for owner reference

- Post the executed contract on the website once signed
- Obtain any additional documentation required for signature from the contractor
- Execute documentation promptly to allow work to proceed

Owner Questions

Gloria invited owners Steven Hodges and Kathy Kennedy to ask questions. Both confirmed they had no questions regarding the approved work.

Adjournment

The meeting was adjourned at approximately 2:07 PM.

Minutes prepared by Gloria Reed, Property Manager