

# PENINSULA MASTER ASSOCIATION, INC.

Office Address: 10 Peninsula Blvd., Gulf Shores, AL 36542

Mail Address: 368 Commercial Park Dr., Ste. A, Fairhope, AL 36532

Service Agent, CMA: Susan.Anderson@CMAcommunities.com, 251-901-1225

---

APPROVED 27 FEB. ONLINE BY KEN LEE & BRIAN BRANDT AND APPROVED ONLINE 5  
MARCH 2024 BY LYLE BROWN.

## MINUTES OF THE PENINSULA MASTER ASSOCIATION BOARD MEETING FOR WED. 21 FEB. 2024, 3:00 PM AT SALES OFFICE CONFERENCE ROOM PAGE 1 of 4

### **I. Meeting was called to Order at 2:38pm by Ken Lee, who then introduced attendees**

#### ATTENDEES:

Master Board Members: Ken Lee Brian Brandt Lyle Brown Tom Hulgan

Master Association Members:

Baywalk, Steve Gregg	Boulevard, Paul Hagen	Haven, Wiley Russell
Lakes, Tom Davis	Links, Terry Markel	LVG, Mary Ann Pflueger
Preserve, Joe Lapinsky	Racquet Club, Tracey Marmolejo for Jonathan Bond	Retreat, Ron Hill

**II. Prior Board Minutes Reviewed and Approved Online:** 10 Jan. 2024 and 17 Jan. 2024 meetings.

### **III. Financials Reviewed**

Brian Brandt is looking to decrease the number of banks that the Master Board is using.

# PENINSULA MASTER ASSOCIATION, INC.

---

PAGE 2 of 4

## IV. Status of Prior Master Board Actions

Pier Work, from Brian Brandt: Pier work was done in 2023 and 2 bills come thru in 2024 for \$11,002.28 which is \$3,502.28 over the 2024 approved budget for boardwalk repairs. The Master Board by consensus decided to immediately pay the bills (prior to 21 Feb. 2024 meeting) from the Boardwalk Reserve account so we still have our approved and planned \$7500.00 from the Boardwalk Maintenance and Repair Fund.

## V. Peninsula Committee Reports & Updates

1. Roadways and Drains: Board and committee still looking at 2025 or beyond for repaving. Consensus to leave Dan Sheffer on the committee but ask for the return of his binder of documents and keys.

## VI. Old Business

1. Status of legal action on pool at 415 Peninsula Blvd.: The Board and the presidents went into EXECUTIVE SESSION for discussion. Note that there was a phone meeting at noon with Att. McClurkin with Ken Lee, Brian Brandt, Lyle Brown and Tom Hulgán attending.

2. ARC status:

330 Blvd.: ARC in a morning meeting, this day, approved the revised ARC application.

Ewell, lawn windmill at 11 Wildlife Ct. in Haven: The Board postponed this to look at the original ARC application.

3. Automated External Defibrillator (AED) for main guard house: Price is actually about \$1200.00, not \$2400.00. Postponed to March agenda.

4. Costs to modify the Cul-de-Sac at the north end of the Haven: No bids yet. Postponed to 13 March meeting.

# PENINSULA MASTER ASSOCIATION, INC.

---

PAGE 3 of 4

5. Committee assignments.

- a. Architectural Review. Consensus was to add a member to the committee.
- b. Landscape & Irrigation System Committee: Tommy Burge nominated to be chairman.

6. Open meetings Resolution, by Ken Lee. Moved by Ken Lee and seconded by Brian Brandt. Passed with modification by 4 to 0 with no abstentions or absentees.

7. External Meetings resolution, by Ken Lee & Lyle Brown. Moved by Ken Lee and seconded by Tom Hulgán with modification. Passed 4 to 0 with no abstentions or absentees.

8. Delegation Authority resolution, by Ken Lee & Lyle Brown. Moved by Ken Lee and seconded by Lyle Brown. Passed 4 to 0 with no abstentions or absentees.

9. July Fireworks, Events Committee, carried over from 10 Jan. 2024 meeting. Given over to Events/Social Committee. **Someone to contact Anthony Vaughn about donations and \_\_\_\_\_??**

## VII. New Business

1. Phil Harris and the Villas at the Peninsula: Ken Lee plans to contact Mr. Harris and ask his intentions for this project.

2. Dan Sheffer resigned on **12 Feb. 2024**: The Board, with concurrence of the presidents, appointed Terry Corley as a member of the Master Board as moved by Ken Lee and seconded by Tom Hulgán. Passed 4 to 0. The Board then reorganized with Ken Lee as president, Brian Brandt as v/p. and Terry Corley as treasurer. Other posts remained unchanged.

3. Proposal for PMA & CMA to quit collecting Social Dues on behalf of Scratch Golf: Attorney said that COA/HOAs would need to change their covenants first. Postponed indefinitely.

4. Budget surplus from 2023: As bills were still coming in from 2023, Brian Brandt suggested we wait to see what, if any, surplus may result. Postponed to May.

# **PENINSULA MASTER ASSOCIATION, INC.**

---

PAGE 4 of 4

**VIII. Next Meeting is at 3:00pm, 13 March 2024 in the Club House, if space is available.**

**IX. Meeting was adjourned by Ken Lee at 4:26 pm**

By Lyle Brown, PMA Board secretary, 24 & 26 Feb. 2024.

**PLEASE SEE ATTACHMENTS FOLLOWING.**

On 23 Feb. 2024, Master Board Secretary Lyle Brown advised Centennial Bank by email of the Board's new president and treasurer.

## **ARC Minutes from 21 Feb 2024**

330 Peninsula Blvd – resubmittal for new build and driveway. Approved

127 Lagoon – Repaint doors and Lanai walls. Front door color approved; Lanai colors denied (not in keeping with community appearance).

28 Preserve Court- Pool and Lanai planned within setbacks. Approved.

324 Peninsula Blvd – Solar Panels. Revision included email from Baldwin EMC. Approved.

26 Bayside Court – Landscaping and exterior painting. Denied with comments about color scheme.

## **ARC Minutes from 7 February 2024**

The meeting began at 15:00. Paul Hagen resigned, and Carol Sheriff was voted in as his replacement.

Mr. John Luce discussed the plans for Dr. Munoz house on 330 Boulevard Drive. He was apprised that building structure beyond the setbacks would not readily gain ARC approval. The ARC members were queried about (1) having garage doors facing toward the nature reserve, and (2) whether the sidewalk going from the sidewalk to the front entrance would be approvable. The members raised no objections to either. The ARC submittal was disapproved with a list of revisions to be addressed in the next submittal.

75 Lagoon Drive: miscellaneous landscaping, repainting, and adding concrete pad within setbacks. Approved.

67 Lagoon Dr: Initially disapproved at previous ARC, revision addressed all issues listed. The revised submittal is approved.

28 Bayside Court: New build requested and approved.

324 Peninsula: Re-roof using standard tiles with solar panels added to back was requested. The re-tile was approved. The solar panel installation was denied with a list of revisions to be included on the re-submittal.

119 Lagoon: Pool requested and approved (all within setbacks).

32 Natures Trail: Request for greenhouse in back yard. Denied.

**Peninsula Master Board**  
**Events/Social Committee Meeting**  
**Minutes, Feb. 1, 2024**  
**1:00 PM - Sales Office Conference Room**

**Attendees:** Stacey Ingold, Robin Anderson, Sue Buford, Mary Ann Pfleuger, Jane Lee, Debby Griffin

I. The meeting was called to order at 1:00 p.m. by Stacey Ingold, chairwoman

II. **Agenda** Items were presented:

- Easter Egg Hunt
- New Resident Welcome materials
- Art Fair
- Jingle Mingle
- Increased awareness of "Peninsula Resident's Only" and "Sell/Buy/Trade" Facebook pages\*
- Improved communication to residents through Neighborhood HOA's\*
- Financial Report
- 2024 Plans

III. **Easter Egg Hunt**

- a. Discussion about success/challenges from last year's event
- b. Stacey will contact Kristen Pierre (last year's coordinator) to get her input and feedback

IV. **New Resident Welcome materials**

- a.) Debby Griffin reached out to Karen Skosky who shared the HOA contacts for each neighborhood who contribute to obtaining the information for the Peninsula Directory and provide information for new residents.
- b.) Debby discussed the materials developed by Debby Sheppard with Ginny Thompson, Cindi King, Mary Ann Pfleuger, JD Snead and Lucy Markel. All agreed that a condensed version of Debby's work would be beneficial to their current materials. Each indicated they would like to get a digital copy of the 5 critical pieces of information discussed by the committee.
- c.) Debby gave each person a copy of the condensed versions for their edits, corrections or revisions. Committee will review and approve at the next meeting
- d.) All committee members agreed that the instructions for joining the FB page developed by Debby Sheppard were excellent and helpful for new residents. \*
- e. Committee members also noted that current HOA presidents are doing a much better job of getting information out to their respective neighborhoods\*

V. **Art Fair**

a. All committee agreed the Art Show had been a great event. They also felt Friday night to have been more successful than Saturday. Reasons for slow turnout on Saturday were discussed and will be addressed for the 2024 event

b) The committee will set a date for the Art Fair at their next meeting. Consensus was late October. Stacey will discuss with Anthony dates that may conflict with the club

#### **VI. Jingle Mingle**

a) All committee felt the Christmas Event was very successful. The committee will ask Jason and Sonya if they are willing to repeat the event this December.

#### **VII. Financial Report**

Stacey reports the committee has \$427 in cash to be available for expenses incurred by the committee for events.

#### **VIII. 2024 Plans**

Stacey discussed her vision for the committee seeking affirmation from the other committee members. All agreed that the focus is to develop a sense of community, enhancing the lifestyle of the residents, increasing the value of our properties and to allow for residents to meet each other and develop friendships.

a. Possibilities for 2024 include, but are not limited to:

- HOA Corn Hole Tournament
- Possible Fundraiser for a community charity in conjunction with an event
- A Casino Night
- 4th of July Parade (Stacey will discuss this with Anthony to coordinate possible planned club event with the parade
- Art Show
- Jingle Mingle

**IX. The next meeting will be Monday, Feb. 19, 1:00** The meeting was adjourned at 2:30 p.m.

Respectfully submitted

Debby Griffin

**Peninsula Master Board  
Events/Social Committee Meeting  
Minutes, January 18, 2024  
1:00 PM - ReMax Office Bldg. Conference Room**

Attendees: Debby Sheppard, Chair; Jane Lee, Stacey Ingold, Debby Griffin  
Dan Sheffer, Master Board liaison

I. The meeting was called to order at 1:10 by Debby Sheppard

II. Items for discussion and decision were presented

- a. new committee chair
- b. communication suggestions
- c. New Resident Material is now at the ReMax Office (note: ReMax has moved out of the location at Peninsula entrance)
- d. role of the Master Board
- e. budget and funding
- f. review of successes and barriers from 2023
- g. needs for 2024

III. Decisions from the committee

- a. Stacey Ingold will serve as the new chair of the social committee
- b. the name of the committee will change from Events to Social
- c. Dan will reach out to all HOA presidents asking them to recruit people in their respective HOA's serve on the social committee and to share information about the next meeting.
- d. Debby Sheppard turned over \$427.00 to Stacey Ingold to establish a Petty Cash account for future events and fundraising activities
- e. The Easter Egg Hunt, Art Show and Jingle/Mingle were well attended and supported financially through fundraising activities coupled with the events
- f. Those residents interested in serving on the social committee will contact Debby Griffin. Other needs include funding, streamlined communication, welcoming committee and event coordinators
- g. communication from the HOA presidents to their respective HOA residents remains a problem because not all presidents forward information from the Events/Social Committee to their residents
- h. The consensus from the committee for a Fourth of July fireworks display is considered a priority. Dan feels confident that a funding source is available. The logistics of permitting, approval, and insurance will need to be addressed.
- i. Debby Sheppard will reach out to Cindy to review questions and procedures for utilizing the club for some events.

\*Debby Sheppard will continue to serve as an advisor to Stacey. Debby Griffin will coordinate communication. Dan Sheffer requests a summary of meetings/social events be submitted to the Master Board for their documentation.

**The next meeting will be Feb. 1, 2024 at 1:00 p.m. at the Sales Office (formerly ReMax)**

The meeting was adjourned at 2:30 p.m.

Respectfully submitted, Debby Griffin

## Open meetings Resolution

WHEREAS, the Peninsula Master Association By-Laws grant the Board of Directors (“Board”) the authority necessary for the administration of the affairs of Peninsula Master Association and state that the Board may take all actions, except those that Alabama law or the By-Laws prohibit the Board from doing; now,

THEREFORE, as a courtesy to Peninsula lot owners, all meetings other than EXECUTIVE SESSIONS (such as for pending or ongoing litigation) of the master board shall now be open to all lot owners in good standing. Said lot owners may not participate in any discussion or deliberation unless permission to speak on an issue is requested on his or her behalf by a master board member or HOA president. In such case, the master association president may limit the time any lot owner may speak.

Moved by Ken Lee and seconded by Brian Brandt. Passed by a vote of 4 to 0 on 21 Feb. 2024

Voting Members dissenting: None. Voting Members absent: None.

## Peninsula Master Association

### External meetings

WHEREAS, the Peninsula Master Association By-Laws grant the Board of Directors (“Board”) the authority necessary for the administration of the affairs of Peninsula Master Association and state that the Board may take all actions, except those that Alabama law or the By-Laws prohibit the Board from doing, and,

Whereas the Board of Directors wishes to set limitations on meetings and communications with external entities and require reports and/or minutes of said meetings and communications, now,

THEREFORE, communications with the owner(s) or local management of the Peninsula Golf Course or with external entities without approval by members of the Board of Directors, shall be reported in writing and attached to meeting minutes, except for pending and/or active litigation, then oral reports may be made to the presidents and board members in EXECUTIVE SESSION.

Meetings of any members of the Board of Directors with the owner(s) or local management of the Peninsula Golf Course, or with attorneys, shall require at least two members of the Board in attendance, or at least one Board member and a COA/HOA president in attendance. All members of the Board and all COA/HOA presidents shall be notified in advance of the meeting. Minutes shall be taken and published, except for pending and/or active litigation, then oral reports may be made to the presidents and board members in EXECUTIVE SESSION.

Moved by Ken Lee and seconded by Tom Hulgán. Passed 4 to 0 on 21 Feb. 2024

Members dissenting: None. Members absent: None.

Peninsula Master Association  
Delegation Authority

WHEREAS, the Peninsula Master Association By-Laws grant the Board of Directors (“Board”) the authority necessary for the administration of the affairs of Peninsula Master Association and state that the Board may take all actions, except those that Alabama law or the By-Laws prohibit the Board from doing, now,

THEREFORE, in accordance with First Amended and Restated By-Laws dated 2-8-2001, Article IIIC, section 17, Powers, [ page 8], and Article IV Section 1, Officers [page 12], the board of directors shall delegate in this order: president, vice president, secretary, treasurer and member at large, authority to act on behalf of the board of directors on all matters relating to the duties of the managing agent or manager, if any, which might arise between meetings of the board of directors. Such delegation extends only to emergencies arising from entry and exit gate repairs, emergency road repairs less than \$5,000.00 , storm related emergencies and budgeted items. The designated member will attempt to contact all master board members for consensus prior to acting.

Moved by Ken Lee and seconded by Lyle Brown. Passed 4 to 0 on 21 Feb. 2024

Members Dissenting: None. Members absent: None