

St Simons Inn by the Lighthouse Condominium Owners Association, Inc.
Annual Owners Meeting
January 31, 2026 at 10:00 AM

In Attendance: Debbie Medina (Secretary), Tom Henris (President), Forrest Condor (Treasurer). Jeri McGhee via Proxy (Board Member). This meeting was held in a meeting room at the Lighthouse. The Board verified there were enough votes with the proxies to constitute a quorum for the Annual Owners Meeting.

In attendance at the Meeting with Rooms or via Proxy: Jeri (Mike) McGhee 100, 106, 217; Debbie Medina 300; Forrest (Cheryl) Condor 107, 108, 204, 208, 210, & 302; Tom (Terri) Henris 109, 114, 116, 203, 205, 212 & 214; Marty Moore 202.

Our new Manager, Brittanie Riggs, was also in attendance.

The meeting was called to order by Tom Henris at 10:00 AM. The minutes from the last Owners Meeting and a copy of the current financials (attached) were provided. The minutes from 2025 were voted on and approved.

A review of the accounts from Forrest with current bank balances, etc was done (see attached for details on funding in ea account). There was 136K in CapEx for the elevator with 37K having been paid upfront. Currently 480/qtr for elevator maintenance. No money from CapEx to another account can be done without Board approval. We voted to close the Mgmt Acct that has less than 400.00 as we have an Operating Acct in an attempt to consolidate for easier management. Brittanie will be setup going forward to use the debit card for needed expenses and will be given the ability to sign checks. For Owners maintenance accounts which has been setup to pay for repairs, the expense will be paid and the owner will make the payment to the Inn to reimburse the account. There is 5K in this account and if there is less at anytime then we are waiting for an Owner to reimburse.

On 8/24 the Board had a meeting for the 3K assessment that was needed to repair the subfloors on units damaged by the a/c units due to the sleeve needing to be replaced. Water was leaking back into the rooms. The owner was responsible for the cost of their floor but the Inn paid for the subfloor to be replaced. The a/c sleeves have not been completed but the money is in the account for that.

The elevator has been an ongoing issue with numerous repair callouts to keep it going. A decision was made to repair during our slow months but due to parts being delayed it has run into the Spring Break Season. **Jeri provided funds for the elevator for the 2026 replacement, and the payback will be a 4K assessment per room by 4/1.** It was decided because all parts were not onsite to push the elevator to November as it can be up to 6 weeks it would be out of service.

The engineers eval report on the condition of the hotel was completed but had not arrived prior to

the Owners Meeting. That will be provided once it has been sent.

Due to the humidity in the building numerous units are getting dehumidifiers for their rooms to eliminate or at least help with this issue.

Brittanie, our Manager, has already made some changes including outsourcing our housekeeping saving money in the process as it is a flat fee and is handled as an on-call basis depending on what is needed. She did mention that we desperately needed new pool furniture along with a vacuum along with new pillows for the units. A vote was taken and passed to fund these necessary items. Quotes will be requested.

Brittanie also has a punch list of needed room repairs or upgrades that she is mailing out to each owner. This will assist us all in keeping our units up and in great rentable condition. We have been striving for this especially over the last few years. A book was kept at the front desk but in some cases was not shared with our owners. This goes a long way in keeping us informed.

The gutters need to be cleaned out and at the time since a lift is required the outside decks can be painted all prior to 3/1/26.

In addition, all the phones have been replaced. There were numerous phones that were not working but this issue has been resolved. We commented on how the hotel has never looked better. It was clean and decorated in the lobby. The breakfast area was really nice as well with additional offerings.

Liability insurance for ea room is not an option. A vote was taken to remove units from rotation that do not have liability insurance in place to avoid potential legal problems for the Inn should an issue occur within and uninsured unit.

Our IT is monitoring rates and keeping us competitive with other local hotels.

Looking forward to 2027 – We are going to need to repair and paint the pool and a new roof will be needed.

Meeting Adjourned 12:10 PM

Debbie Medina
Board Secretary
St Simons Inn by the Lighthouse