

Communication at Seaside at Anastasia

*All correspondence from owners (questions, comments, complaints) should be directed to Management. Management will contact the Board of Directors as needed.

Owner's Website: www.myseasideatanastasia.com (Contact Management for password)

Contents:

1. Gate Codes & other helpful information
2. Financials/Audits/Reserve Study
3. Meeting Minutes
4. Calendar of Events
5. Forms
6. Payment link (AppFolio)

AppFolio: Clickable link from Owner's Website

1. Set-up autopay for monthly condo dues
2. Make one-time payments (dryer vent cleaning, etc.)
3. Check account balance
4. Print ledger (helpful for tax season, ReFi's, etc.)
5. Put in maintenance request for common area (exterior light fixture burnt out, treadmill not working, wasp nest in stairwell)

Newsletter: Summarizes recent events and future plans

1. Quarterly publication
2. Emailed to owners
3. Posted on Owner's Website
4. Posted in elevators, Clubhouse, and mailbox kiosk bulletin board

Meetings:

1. Board Meetings are open to owners and now conducted via ZOOM
2. Meeting notices posted in advanced (in accordance with FL Statutes)
3. Town Hall Meetings are conducted a couple of times a year (informal)

Socials:

1. Friendly gatherings for owners and residents
2. Check Calendar of Events for latest happenings at SSA

Mailers: Sent at least 2X annually as required by FL Statutes

1. Annual Meeting information to include election materials if required
2. Budget (proposed and approved)

Management: Jamie Serenati, CAM – Coastal Realty & Property Management

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