

# HARBOR ISLES CONDOMINIUM ASSOCIATION I

C/O: PRESTIGE PROPERTY MANAGEMENT

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BOARD OF DIRECTORS

MEETING MINUTES

MONDAY, March 10, 2014

1. Call to order: at 7:05 p.m.
2. Establishment of quorum: Established with 4 of 5 Directors present – Joe Sinnott was excused.
3. Reading or waiver of reading of the minutes of the previous Board Meeting: the previous meeting minutes were read by Linda Jones. John Lindsey motioned to accept noting the correction to the date in the heading and 4 typographical errors in the body. Paulette 2<sup>nd</sup>. All were in favor and the minutes were accepted with the noted changes
4. Recognition of Members and/or Visitors and any comments on the agenda: No comment from members.
5. Reports of Officers and Committees, if any:
  - a. Presidents' Report: Richard reported that he was happy to see Hugh back to work. The painting and wood trim replacement was in progress and the landscaping looked great. He again thanked all the volunteers who have been helping out with various projects at the association.
  - b. Treasurers' Report: Ready by John Lindsey and made a part of these minutes. John then informed the Board that he was looking into information from Bank of the Internet. They are currently offering 1.05% in their money market account, up to a million dollars. After discussion, a motion was made to open an account at BoI with \$200,000.00 using funds from the operating and money market accounts currently held at Suntrust Bank. Paulette 2<sup>nd</sup>. All were in favor and the motion passed. John next made the following resolution: That the authorized agents/signers on the new Bank of Internet account should be as follows: Richard Njus, Paulette Scherer, John Lindsey, Linda Jones and Lori Barrella of Prestige Property Management. Linda Jones 2<sup>nd</sup> the resolution. All Directors were in favor and the minutes will reflect this resolution. Finally, John motioned to close the money market account ending in 0201 and move those funds into the operating account held at Suntrust. Richard Njus 2<sup>nd</sup>. All were in favor and the motion passed.
  - c. Committee Reports: None, except that Joan Zultner mentioned that the decorating committee would like to add blinds to the sliding glass doors in the clubhouse to help defuse the light. There was general discussion and it was determined that she would bring to the next meeting a breakdown of prices for the blinds.
  - d. Management Report: Deferred to Old and New Business
6. Old Business:
  - a. Warranty Work from Phase 1, 2 & 3 on Balcony Railings : Lori explained that the matter was forwarded to the attorney of record for enforcement and Chematics initial response was that they insisted upon a list of affected railings. Lori agreed to obtain the list and forward same, however; it would be clear that no inspection to the exterior portions of the railings above 2<sup>nd</sup> floors would be made, as there was no way for the personnel to reach the upper floors.

- b. Standards for Air Conditioning Height of New Unit: Tabled
  - c. Contracts- Cleaning: Lori reported that communication was again made to Clean Serve regarding some areas not being cleaned when Tim was on site and that while it did seem they used more cleaning product in the clubhouse other areas were still not being cleaned properly. After a brief discussion regarding costs, etc., John Lindsey motioned to terminate the contract in place with Clean Serve effective in 30 days, as outlined in the contract. Linda Jones 2<sup>nd</sup>. No further discussion. All were in favor and the motion passed. Lori will send a certified notice tomorrow with a final cleaning date of April 8, 2014.
  - d. Maintenance Person Update: Jim is working out well and adapting to the association very well. He will take over the cleaning duties once Clean Serve service comes to an end.
  - e. Painting/wood trim Replacement Update: as above, the work has begun on the 520 building and they are moving along well. She reminded the Board and the members present that the hurricane shutter boxes were to be painted and that not painting them was not an option. The unit owner would be billed the \$35.00 per shutter box directly from Tech Systems. She also reminded everyone that the painting of the patio's WAS an option, but one that the association would pay for. Notice was mailed to each unit owner and hand delivered to those we could reach during the day.
7. New Business:
- a. Repairs to 540 Bldg.: Lori explained that there was a delay in getting the repairs made to unit 411 from the vehicle damage, but it was mostly due to the insurance company insisting at the beginning that the association file a claim, which was not something our agent recommended as it would be a "hit" against our history. Additionally, the amount the adjustor submitted was almost half of what the quote was to make the repair. Lori has requested additional funds from the insurance carrier and any monies not paid (the carrier was deducting a "depreciation value" from the repairs) Lori would contact the owner and explain that this was ultimately their responsibility.
8. Next Meeting Date: Monday – April 14, 2014
9. Adjournment: Motion was made at 8:05 p.m. to adjourn by Richard Njus.

**RESPECTFULLY SUBMITTED:**