

# HARBOR ISLES CONDOMINIUM ASSOCIATION I

C/O: PRESTIGE PROPERTY MANAGEMENT

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BOARD OF DIRECTORS

MEETING MINUTES

MAY 12, 2014

1. Call to order: 7:00 P.M.
2. Establishment of quorum: 5 of 5 Directors present
3. Linda Jones read the minutes from the previous meeting. Richard motioned to accept with a change made to the date of the next meeting to read May 12, not the 13<sup>th</sup>. John Lindsey 2<sup>nd</sup>. All were in favor and the minutes were accepted with the change.
4. Recognition of Members and/or Visitors and any comments on the agenda: The owners of unit 1114 wanted to let the Board know that dirt was getting onto their patio when it rains due to lack of landscaping or ground cover. Maintenance will look at the area. Next, Ms. Thompson questioned the amount of time the Board was to wait until they moved forward with legal action against Chematics. Lori informed the owner that this was on the agenda to be discussed.
5. Reports of Officers and Committees, if any:
  - a. Presidents' Report: Richard again thanked all the volunteers, especially Joe Sinnott and Paulette Scherer, who helped with the painting project and that he was extremely happy with the work completed to date. The painters were done and the wood replacement portion should be completed in the next 2 weeks. Richard also wanted to remind everyone to help out where they could, and that he was in the process of trying to start a volunteer program that would help those residents who may have trouble getting out or making small repairs to their units.
  - b. Treasurers' Report: Read by John Lindsey and attached hereto.
  - c. Committee Reports: Paulette said she did get a volunteer for the landscaping committee, Myrna Guild, and was still looking for volunteers. Keith Stack volunteered from the audience. So the Committee will be: Paulette, Richard Njus, Joe Sinnott, Myrna Guild & Keith Stack.
  - d. Management Report: Lori reported that unit 823 was almost complete with the painting and cleaning of the unit. She is looking for a tenant and is hopeful to get \$1050.00 to \$1150.00 per month for rents. If she does not find a tenant soon, she will engage a local real estate agent to locate a tenant, although this would incur a fee, typically the first month's rent. To date approximately \$1800.00 has been spent on preparing the unit for tenants.
6. Old Business:
  - a. Update: Warranty Work from Phase 1, 2 & 3 on Balcony Railings: Lori informed the Board that the attorney suggested one last attempt to contact them before hiring another contractor to come in and do the work. After discussion, Lori was instructed to try and set up a meeting with the Board to at least go over the remainder of Phase 3 items. Lori will also inform the attorney that no more than 14 days would be granted for response.
  - b. Standards for Air Conditioning Height of New Unit: Tabled
  - c. Update: Painting/wood trim Replacement: Next Plan for wood/paint: With the painting complete and the wood trim replacement nearly complete wood would now need to be

- replaced at the other buildings. Building 7 and 6 have noticeable damaged wood that really should not wait until the building is painted to be replaced. There was general discussion and it was agreed to have Dave from Intext do an inspection to try to get some idea how much that phase would cost. There were factors to take into consideration such as not know what was behind the siding and wood and if any shutters would need to be removed.
- d. Landscaping Proposal – Committee status: As discussed above.
7. New Business:
- a. Request for Dog Run: A resident would like the Board to consider adding a “dog run” behind the garages of 530 and 520. After discussion it was determined that a vote by not only the owners of HI 1 need to vote but so would HI owners as well as all mortgage holders. Realizing the difficulty of that task, the Board would not consider the material change to the property.
  - b. Consideration to purchase pull behind trailers for the new golf cart – review of bids if available: Since purchasing both trailers would be under \$500.00 the Board informed Lori to make the purchase. Joe was not completely sure if the larger trailer would be needed. They will discuss later and make a decision.
  - c. Review of Bids for re-roofing of flat roof at 580 Building: Two bids were received and after discussion John Lindsey motioned to accept the bid submitted by Total Home Roofing in the amount of \$5,315.00. Richard 2<sup>nd</sup>. No Discussion. All were in favor and the motion passed.
  - d. Issue: Sea Hibiscus behind Bldg 540: Lori received a request to have a very large sea hibiscus either trimmed down or removed as it was now blocking their 3<sup>rd</sup> floor view of the river. After discussion the Board asked Lori to get a bid to trim the tree back.
  - e. Elevator Room Temperature Control –ThyssenKrupp noticed the Board in writing that installing air conditioner units inside the elevator mechanical rooms would cut down on service calls during the summer months as the equipment would not heat up. Current codes require the rooms be kept between 60 and 80 degrees. After discussion and review of two different units (both self evaporating) John Lindsey motioned to accept the LG 10,000 BTU unit at a cost of \$299.00 each from BJ’s Wholesale Club if no shipping charges would be added. Linda Jones 2<sup>nd</sup>. All were in favor and the motion passed. Lori will check to see if shipping would put the cost higher than that from Home Depot, which did not have a shipping cost.
  - f. New Flood Zone – Lori informed the Board that she received from the insurance agent notice that Harbor Isles no longer fell in the flood zone area so flood insurance was no longer a requirement. After discussion the Board determined that keeping the policies would be more beneficial to the association than not. Coverage to the garages would not be continued.
8. Paulette wanted to thank Mary Smyth for donating new round tablecloths for the clubhouse tables.
9. Next Meeting Date: Monday – June 9, 2014 – 7:00 p.m.
10. Adjournment: With no further business to come before the Board, the meeting was adjourned at 8:35 p.m.

Respectfully Submitted:

*Lori Barrella/Account Manager*