

Harbor Isles 2 Condominium Association
c/o: Prestige Property Management
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Board of Directors
Meeting Minutes
held
Wednesday, December 20, 2017

This meeting was called to order at 5:04 p.m.

A quorum was established with 4 of 5 Directors present Sean Stapf was excused.

Proof of Notice: Posted at least 48 hours in advance of the meeting.

Reading or Waiver of Reading of Previous Meeting Minutes: Jim Smith motioned to approve the minutes from the meeting held 11-1-17. Lynn 2nd. Judy noted some typographical errors in a few spaces. All approve the minutes with the noted corrections. Jim then motioned to approve the minutes from the meeting held on 12-7-17. Judy 2nd. All were in favor and the minutes were accepted as submitted.

Recognition of Members Present and their Comments on Agenda Items: There were several owners who wanted to be sure that the roofing company would be repairing the screens that were damaged during the re-roofing of bldg. #15 along with other damage to the property. Shay explained that yes, there would be making the repairs and that final payment is being withheld until the entire punch list was complete. Owner of 1545 informed the Board that she had a new leak during the roofing of the bldg. There was a question about having the Board levy a special assessment to cover the costs of the re-roofing since insurance did not cover the cost. There is a clause in homeowner's policies that provide at least \$2,000.00 "loss assessment" that could be used. The Board has not decided to levy the special assessment but will take it under advisement.

Reports of Officers and Agents:

- a. President: Joe wanted to thank everyone for volunteering in 2017 and he is excited to start work in 2018. They will be meeting to plan for the many projects that will be completed.
- b. Vice-President: Jim will be meeting with GreenLeaf in the next week to go over costs for the installation of rocks in front of the buildings. While we may not be able to do all the buildings immediately, it would give us a good idea on how to budget for future install. He will initially be working on some trouble spots. He and Jim will also be working on replacing lights on garages – we lost some in the storm and they no longer make the type we have. Once he installs it, we can decide if these are the type we can use to upgrade all the lights in the future. Jim then informed the Board that the golf cart was about to "fall apart" as the under carriage was rusting away. He has been searching for a new one and there are 2 that would work. Jim then motioned to purchase a golf cart, not to exceed \$4,200.00. Judy 2nd. There was discussion about new vs old, battery capacity, etc. A call for a vote was made: All were in favor and the motion passed.

- c. Treasurer Report: Judy read the balance sheet. She thanked everyone for voting for her and that has enjoyed volunteering for the association and is happy she can continue. She also explained that currently they were showing being under budget of approximately \$7,000.00 but that it was ultimately the CPA's figures that we would use for any "surplus" funds from 2017. Judy then motioned to pay an outstanding invoice from Reserves to Oracle Elevator in the amount of \$10,019.00 for the new motor in Bldg. #10. Joe 2nd. All were in favor and the motion passed. Lynn then brought up something for the Board to consider: she wanted somehow to have one or 2 persons from each building who might be able to "help those in need" – such as perhaps being sick and not being able to go to the store, or maybe they are not capable of changing light bulbs in ceiling fixtures, basically a "helping hand" to lend. It was during and just after the hurricane that she realized the need for this type of help. Perhaps something can be sent to the owners. It was noted that a plan or someone to head up this type of "program" would be necessary.
- d. Committees: Lenny informed the Board that the front beds have been prepped for the installation of the landscaping rock. There are 2 new pieces of equipment in the fitness room and he encouraged everyone to try them out as they were very nice commercial grade pieces. There are some trees and some landscaping that required to be replaced. Jim then motioned to accept a bid from GreenLeaf for these items. Lynn 2nd. All were in favor and the motion passed. Lenny will coordinate with GreenLeaf on these items.
- e. Management/Agent: Lori reported that all the exterior repairs were complete from the hurricane except for some light fixtures that we had trouble getting due to being unavailable. She has a contractor that can possibly start the concrete mid-January and she was waiting to hear back from Weathershield to see if they would be able to do the wood replacement and they should be getting back to her this week. There was also the issue with drywall inside the units that had water damage and she has a company scheduled to inspect the units again as the one bid she had was over \$2,000.00 for just one unit.

Old Business:

Summary of 2017 projects & review of 2018 planning: The Board will be meeting in January to go over planning for painting/wood replacement/concrete repairs/landscaping improvements as well as some other projects (painting lamp poles, etc.).

New Business:

Appointment of 1 and 2-year term Directors: As there was a tie at the annual meeting of number of votes for the 2 seats on the Board – Lori contacted the State and found that there is no such statute that governs this, they told her it would be in the by-laws of the association and if silent there, it was up to the Board of Directors to appoint the seats. As such, Jim Smith motioned to appoint Joe Demers to the 2-year term seat. Lynn 2nd. All were in favor and the motion passed. This means Jim will serve the 1-year term.

Next Meeting Date: The Board agreed to hold the monthly meetings on the 3rd Wednesday of each month and that the first meeting in January should be a "workshop" to work on the above planning items. Therefore, a workshop will be held on Wednesday, January 17, 2017 at 4:00 p.m.

With no further Business to come before the Board, Joe motioned to adjourn at 6:20 p.m.