

Harbor Isles II Condominium Association
c/o: Prestige Property Management
PO Box 507
Cape Canaveral, FL 32920
(321) 501-0654

Board of Directors
Meeting Minutes
to be
October 31, 2018

Call to Order: 5:10 p.m.

Establishment of Quorum: 5 of 5 Directors Present – Judy and Jim by phone.

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

Reading or Waiver of Reading of Previous Minutes: Sean motioned to waive the reading of the minutes from the previous meeting. Lynn 2nd. Judy mentioned some grammatical corrections and to notate that the meeting and workshop that was listed to be held on October 11 did not occur due to scheduling conflicts. All were in favor and the minutes were accepted with the noted corrections.

Reports of Officers, Committees Agents:

Presidents: None

Vice-Presidents: None. Sean did want to inform everyone that we were just ready to begin the swale between 9 & 10 project when he was notified that the city wanted a licensed contractor to do the work and it was found that Space Coast Landscaping did not have the correct license for the job. Shay will contact the original contractors that were called out a few years to see if they are available.

Treasurers Report: Tabled

Managers Report: Lori wanted to thank Lenny for working on the entrance wall. He and Craig replaced rotted wood, made some other repairs and painted the entire structure.

Old Business: Tabled

New Business **Review of Preliminary 2019 Budget/approve draft to be sent to Owners prior to adoption:** The Board reviewed a DRAFT of the 2019 Budget. There was discussion about many of the line items, most notably adding new line items for tracking expenses in such things as payroll taxes, fire safety and irrigation repairs. There was also discussion about pay increase for Conrad and a request by PPM for a .64 cent increase per month per door increase for 2019. Joe motioned to approve the increase requested by PPM. Sean 2nd. All were in favor and the motion passed. Judy asked if we could go to bid for pest control again, it was noted that it was a new contract, but Lori would try to get them before the budget adoption meeting. There was also discussion regarding the coding for the elevator consultant and a motion was made by Joe to code the expenses to the

reserves. Sean 2nd. All were in favor and the motion passed. Discussion then went to rock installation. The Board feels that with the upcoming elevator modernization they didn't feel that this was the time to levy an assessment for this and they had a hard time increasing the dues to pay for it for next year. After discussion, Sean motioned to send out a survey to the owners asking them their opinion: 1 – levy an assessment and install it now 2. Increase the dues and due it next year 3 – install mulch now and address the issue after the elevator modernization. Lynne 2nd. All were in favor and the motion passed.

With no further discussion, Sean motioned to send to the owners the proposed budget which would levy the assessment at \$445 per month per unit. Lynn 2nd. All were in favor and the motion passed. Lori will do the mailout and include a brief survey. She will also do an online "survey monkey" to receive a quicker response from folks not living here.

Next Meeting date: Thursday, November 15, 2018 6:00 p.m. – Budget Adoption Meeting

With no further discussion Joe motioned to adjourn the meeting at 5:55 p.m.