

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

Board of Directors  
Meeting Minutes  
held  
Tuesday, March 5, 2019

This meeting was called to order at 7:00 p.m.

A quorum was established with 4 of 4 Directors present.

Notice was posted at least 48 hours in advance of the meeting.

Member comments: None

Possible Appointment of Vacant Seat to the Board for a 2 year term: Richard Njus volunteered to fill the vacant seat on the Board. Paulette noted that there was a conflict with this request to change the date or time of the Board Meetings as he had a standing on Tuesday's at 7:00 already. The Board will wait and table this item at this time until such a time they can discuss the matter.

Reading or Waiver of Reading of Previous Minutes: Rose read the minutes from the previous meeting held on 2-5-19. Shelia motioned to accept the minutes as read. John 2<sup>nd</sup>. All were in favor and the minutes were approved. Mr. Bruckman wanted it noted that it was not he who said to "purchase" doors, as noted in the minutes. Noted.

Reports of Officers, Committees and Agents:

John read the balance sheet.

Lori wanted to inform the members that when owners send in their monthly dues by their banks' bill pay option, the bank sends a paper check – these checks are processed through a 'clearing house' and as such, multiple accounts can be found in one envelope – such as one check may be from Wells Fargo and one may be from Bank of America. She mentioned this as there was an envelope from this clearing house that never reached her office in November – owners were confused since they showed that the bank sent it but once they checked, they found that it did not clear the bank.

There was the finding of more leaks into unit 447 after the most recent rain. It is evident that we now must get a high reach and remove the sills from the living room windows. Unit 837 is also having this same issue. Unit 226 has some leaks but we are unsure if it is from an exterior issue or the windows themselves, as they are original to the building. Dave Wextner quoted it would be approximately \$4,500.00 for these repairs, not including the cost of the lift. It was discussed that HI 2 side needed to obtain a lift for a few repairs they have and both sides can share the cost as they normally do, thereby saving on the delivery and the daily use (a day rate is approximately \$450.00 while renting it for a week cost approximately \$1,100.00). Shelia

motioned to approve the repairs, not to exceed \$4,500.00 for the 3 units not to include the lift. Rose 2<sup>nd</sup>. All were in favor and the motion passed.

#### Old Business:

Garage Door Painting: It was noted that after the previous meeting, Dave approached the Board to request him being hired as a part-time employee to paint the doors. This would ensure he would be covered by any insurance policy should anything happen during the project. The Board agreed and as such, Dave was hired at \$16.00 per hour to paint the doors. To date, 3 doors have been completed and he is starting the next 3. There was discussion regarding the amount of paint being used per door and the time it is taking to complete them. Since these first set of doors are in the worst condition, an estimate will not be done until all the doors on the #8 garage are complete.

Tennis Court Repair: Update – the court resurfacing is complete and owners are very happy with the results.

Culvert Update: With the water level still high in the lake, this project is on hold. As soon as the engineer overseeing the project gives the go ahead to start, notice will be sent to the owners.

Elevator Update: After several requests, the consultant still had not provided management with the information they are requesting. Lori is sending a certified letter demanding to receive the information the Board still needs to be able to award a contract, namely, the cost of “work by others”.

Screen Enclosures: The work is to start this coming Monday. There is a punch-list from the first phase which will be done at this time as well. Shay will be notifying all the owners and Hugh has already begun removing hurricane shutters.

Cleaning Service: The new cleaning service started and so far they are doing a very good job, no complaints have been made. John Lindsey would still like to see a private person doing the cleaning as hiring a company is more than twice the amount we had allocated for this line item on the budget.

#### New Business:

Concrete repairs to Bldg 8 Walkway: Lori was asked to clarify the bids and to be sure they all were “apples to apples” as one bid included work to be done at other buildings.

Review storm door guidelines: It has come to the attention of the Board that there have been certain storm door installed that do not meet the standard that was adopted years ago. The guideline was modified a few years ago but it was vague in that it was missing a picture of the door. As such, some doors now had a “full view” window while the original type had a kick plate on the bottom portion. Shelia read a draft of a rule she prepared (attached) which would permit both types of doors to be installed. John read a draft of a rule he prepared limiting the door to the mid view type. John’s draft also included a picture of the 6-panel front door that is the only door to be installed. There was discussion that currently there are 17 full view doors on the property. Rose then motioned to approve John’s version, limiting the storm door to a mid-view door. John 2<sup>nd</sup>. John added that any current owner with a full view door be permitted to keep the door but if it needed to be replaced, they must come into compliance with the new rule. A

call for a vote was made: Rose – yes, Paulette – yes, Sheila – no, John – yes. The passed by majority vote.

Mr. Bruckman of unit 436 was in the audience and asked what door type he submitted a request to be installed would be approve. Lori informed him that based on the new rule, the third version would be the mid-view type, or the #3 picture he submitted.

The next Board Meeting will take place on April 2, 2019 at 2019.

With no further Business to come before the Board, Paulette motioned to adjourn the Meeting at 8:07 p.m.