

# Harbor Isles I Condominium Association

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

## Board of Directors Meeting Minutes held

Thursday, January 13, 2022

This meeting was held in person at the clubhouse and by ZOOM Video Platform Conference at the link:

<https://us02web.zoom.us/j/84122283409>

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

A quorum was established with 3 of 3 Directors present.

Notice was posted at least 14 days in advance of the Meeting.

Greg LiCalzi motioned to waive the reading of the minutes from the Budget Adoption Meeting and the Organizational Meeting, both held on November 15, 2021. Michael Branigin 2<sup>nd</sup>. All were in favor and the minutes were accepted as submitted.

### Reports of Officers, Committees and Agents:

Maintenance Committee: Julie motioned to appoint Bruce Koopman to the maintenance committee. Greg 2<sup>nd</sup>. All were in favor and the motion passed. Julie reported that a number of chairs and chase lounges have been repaired and/or had new cushions put on them. She noted that the furniture at the pool has a lifetime warranty and that all we have to do is bring them to Palm Casual and they will make the repairs. There have been multiple repairs to the irrigation system, and they will now be covering the pools for the winter.

Social Committee: Lesa Branigin noted that this Friday was the Welcome Back Snowbirds social. There is a \$5.00 fee as there will be live music, etc. Since space is limited, she encouraged all to RSVP for this event. There will be 2 Friday socials in February and Bunco and Bingo are back to their regular schedule. The Garage Sale will be held on February 5, 2022. The fee is \$4.00 per garage to help off set the cost of posting in the newspaper. Tables will be able to be signed out the Wednesday before, after 8:00 a.m. and that due to the limited amount of tables vs. units, only one table per unit will be permitted. Tables are to be returned no later than the following Monday.

Due Process Committee: Lori commented that they are seeking 3 volunteers to serve on the "Due Process Committee, more commonly known as the Fining Committee. Its' duties are to determine if a fine should be levied, according to the Board of Directors suggestion, for those who are in violation of the Restrictions of the Association. Lori reminded the members that in order to fully "enforce" the rules, this was one of the ways the Florida Statute allows us to move forward with violations. She will be sending an email asking for volunteers.

Treasurers Report: Greg reported that the books have closed on FY 2021 and all will be sent to the CPA for the compilation. He read the Balance sheet and noted that the Elevator project and its' final billing should be completed the following week as there is a meeting scheduled. He noted that 2021 had approximately a 3% deficit, or approximately \$26,000.00. ~~(He noted that the previous year they had a deficit~~

of approximately \$15,000.00—Corrected at meeting held 3-10-22)As such, it has depleted our operating funds and it could be that a special assessment for budget shortfall would be needed to get back in the black. The Board will be discussing this possible assessment in the next few weeks.

Julie noted that US Lawns is still our service provider, but that TruGreen is now doing our fertilization to the yards, trees and shrubs.

Julie also informed everyone that she received back the signed photo that was given to Mary Smythe when she left Harbor Isles to live with her daughter and who has since passed away. The daughter thought the association might like it back. Julie will find a spot to place the photo.

Greg then commented that there may also be a need for an updated reserve study and maybe an engineering study however' the Board would like to wait to see what the state will mandate once they meet for their winter session as it has been widely reported that guidelines will be set since the collapse of Surf Side Condominiums in Miami this past year.

#### Old Business:

Possible appointment to vacant seat: Julie motioned to appoint Stephanie Sherby, of Unit 622 to a vacant seat on the Board, to serve a one-year term. Greg 2<sup>nd</sup>. All were in favor and the motion passed. Stephanie is out of town at present and unable to attend the meeting. Julie mentioned that there is still one vacant seat if anyone wanted to submit a resume to be considered.

Elevator Update – there is a meeting scheduled for January 20, 2022, to try and finalize the project.

Concrete Repairs – unit 447 update – the work is substantially complete, with only some fine tuning the texture on the balcony and painting of same. All the work was signed off by the engineer and the city.

Painting – update – Tech Systems informed management that they are running about a month behind due to a project that has been bouncing them around. They are scheduled to begin Harbor Isles 2 building 12 & 14 as they entered into a contract before HI 1 side – we hope to begin, if they don't get called back to their other job, sometime in mid to late February. Lori will let the owners of building 11, 8 & 2 know when they are scheduled.

#### New Business:

Entrance Door Side Light Guideline to Include Hurricane Rated Type: It has been confirmed that when a unit owner wants to change out their front and sidelight with hurricane rated glass, the size of the frame is larger than the regular tempered glass in the old sidelights. As such, a change to the guidelines is warranted. Additionally, all new front doors MUST be fiberglass to limit the maintenance the current metal doors create. As such Julie Zink motioned to approve the revised Door, Storm Door, Sidelight Guidelines to reflect same (see attached). Michael Branigin 2<sup>nd</sup>. All were in favor and the guidelines were adopted.

Survey Results – The members were given a survey in November so that the Board could get a feel of how they felt about a few items that had been brought up to them during the year. Julie wanted the members to know that the Board will not be acting on any of the items at this time but will review the issues (see attached survey) at a workshop in the near future. The current count for the questions were: Q#1 – Yes = 12, No = 55, Q#2 - Yes = 15, No = 52, Q#3 – Yes = 52, No = 16, Q#4 – Yes = 20, No = 43. It was noted that question #3 related to removing the lights behind the buildings as there were complaints about the brightness of them and the fact that they were very old and there are issues with the underground conduit, etc, but that lower wattage bulbs have been installed and that has made a difference. Again, the Board will be reviewing all the items at a workshop to be scheduled at a later date.

Member comments and their input on the Agenda Items: None

Next Board Meeting: TBD

With no further Business to come before the Board, Julie motioned to adjourn the meeting at 5:55 p.m.