

# 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, October 21, 2021

6:00 p.m.

This Meeting was held in the Clubhouse AND by Zoom Video Conference Platform.

Zoom link: <https://us02web.zoom.us/j/86900562363>

This Meeting was called to order at 6:00 p.m.

A quorum was established with 5 of 5 Directors present.

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

Richard motioned to waive the reading of the minutes from the previous meeting. Jack Gilfoyle 2<sup>nd</sup>. All were in favor and the minutes were accepted as submitted.

Reports of Officers, Committees and Agents, if any

- a. Julie moved to establish a Maintenance Committee. Members of the committee would be appointed by and report to the President of the Board of Directors. The purpose of the Committee is to help out with odd jobs around the property from time to time. Committee Members must be in good health and have no current injuries or ailments. The Committee has no budget and no spending authority. Such Committee shall exist until formally suspended by the Board of Directors. Richard 2<sup>nd</sup>. All were in favor and the motion passed. Julie then moved to appoint the following members to the Committee: Chuck Zink, Paul Fahlstrom & Chris Hamilton. Richard Njus also volunteered and was added to the list. Julie wanted to thank all the committee members for their work and volunteering to help out.
- b. Lesa Branigin informed everyone that the Halloween Party is scheduled for Friday the 29<sup>th</sup> at 5:00 p.m. A Holiday Party will be held on December 3<sup>rd</sup> and that the 2<sup>nd</sup> and 4<sup>th</sup> Friday Social gatherings in the clubhouse are to begin in November as well. She is seeking volunteers to help decorate the community and to help out with the Social Committee. Lori will send out a blast email. Julie mentioned that Bunco is back to the 2<sup>nd</sup> Tuesday of each month. At this time, no one has stepped up to run the Bingo nights. Lori will put that in the email as well.
- c. Jim & Maureen Molnar informed the Board that the oyster project they partnered with the Brevard Zoo on was a great success, producing over 530 oysters! They are not sure when the reef will be constructed but will let us know. They would like to participate in the program again this November to March. Greg motioned to allow the mat to be attached to the pier. Richard 2<sup>nd</sup>. All were in favor and the motion passed. Lori asked if there were any problems from any residents with the mats. Maureen said no, everyone was happy to see the program being conducted and it did not cause any damage to the property.
- d. Julie mentioned that the Board is working on a survey to go out to the membership for input on some possible amendments/changes to the property. They would like to have members submit something "they" might like to get information on and she would ask that they please

get any ideas back to management no later than Friday, November 5, 2021 so it could be added to the survey.

#### Old Business:

Elevator Modernization Update/Costs to date: Lori reported that the total costs of the project looks to be coming in over budget by approximately 5 to 7 Thousand Dollars. As there are funds in the elevator modernization "reserve" line item and none of these funds were used for the project, once the exact amount is known (Lori is deducting some costs the Association had to spend to fix items they damaged) the Board will need to make a motion to move those funds. Julie thanked Lori for all the work she did moving this difficult project forward.

Kitchen Remodel & water fountain update: There is a small punch-list to be done in the kitchen, mostly touch up painting but the overall project is complete. A cup dispenser will be installed at the new water dispenser along with a trash can.

The Board reviewed 2 bids for painting building's 11, 8 & 2. Julie motioned to approve the bid submitted by Tech Systems with an estimated total of \$135,000.00. Richard 2<sup>nd</sup>. All were in favor and the motion passed. There was a question concerning bird spikes on hurricane shutter boxes and if the painters would install them. Lori will reach out to Larry with Tech Systems. There is also wood trim around the garages to be replaced. Lori will also contact Dave with Intext to see if he can check for any bad wood on the building prior to painting. Larry mentioned that possibly January would be a start date for this project.

#### New Business:

Discussion/motion to install 2 "pet waste stations" on the property: Tabled

Review of preliminary 2022 Budget: Greg outlined the increases in expenditures for 2021 and noted that it looked like we would be just over budget for the year. Most notably were increases in insurance, utilities and general maintenance to the property. With the cost of inflation nationwide at over 5%, we are falling right into line with that requiring a \$25.00 per month increase. Partially funding the reserves with \$78.02 cents per unit will require a vote of the membership. Greg motioned to put partially funding the reserves for FY 2022 to a member vote. Jack 2<sup>nd</sup>. All were in favor and the motion passed.

Julie Zink motioned to put it to the membership to prepare a compilation in lieu of an audit for Fiscal Year 2021, noting that for Fiscal Year 2022, an audit must be performed. Richard Njus 2<sup>nd</sup>. All were in favor and the motion passed.

Acknowledgement of Members and their input on the Agenda Items: Lee Hoyt reminded folks that if they travel, they should have their Spectrum code saved if they need to access their account while traveling as she just found out during her most recent trip.

Next Board Meeting: November 15, 2021 - Budget Adoption Meeting immediately following the Annual Meeting at 7:00 p.m.

With no further Business to come before the Board, Julie motioned to adjourn the Meeting at 6:50 p.m.