

Meeting Minutes
Board of Directors
Conference Call—12/19/07 @ 10:00 PM
888-606-9809 code 22625#

Present on call: Wayne Keeler, Lou Engle, Marie Henderson, John Thrift, Steve Schnell,
Carol Ann Bianco and Mark Hannahs

Agenda Items discussed:

General Update on recent activities (Lou)

--Cayman building carpet cleaning:

Lou advised the carpet has been cleaned. A few areas on the parking lot side were re-treated and the rust spot on Mr. Clark's deck is now gone. While not pristine, it does look better. Steve said he felt the carpet was a disaster and is now worn out. Further discussion should resume on this early in 2008.

--Outside winterization of water lines

Lou advised this work is complete but the promised report has not been received. He will follow-up with OCREM when they re-open after the 1st of the year.

--Unit inspections for December:

Lou advised the December inspection is complete but again no report has been received yet (hot water tanks/hoses/key access).

Lou then advised the board that Barbara from OCREM has been out all this week and the OCREM offices are scheduled to be closed after Friday 12/21 until Wednesday Jan 2, 2008. There is an emergency contact number listed if required.

Lou informed the board of his request for a status report of the Island property following last weekend's strong storm. No response has been received thus far. [Lou plans to reach out to Mr. Dudley/MC and the plumber to see if they are aware of any damage issues.] Wayne also said his attempt to reach Eugene this week for an update on our contract bid requests resulted with him left on hold for over 5 minutes and then being told Eugene could not take his call.

The board decided we should put OCREM on notice for a breach of contract since page 8 of our contract cites the requirement for them to physically inspect the property after a storm. Other concerns cited by the board included OCREM's lack of communication, responsiveness and accessibility. Carol Ann, as Secretary, will draft this letter; Wayne, as President, would sign and send off to OCREM this week.

Major project updates (Wayne)

--Classic Exteriors estimate on Stair Tower repairs:

Wayne informed all that Classic Exteriors agrees with the analysis of Restoration Engineering on the wood rot and other damage to the stair towers. They would like to start, once the weather allows, on the West Hawaii tower as it is in the worst shape. Their current estimate is \$18k for this one; the other stair tower estimates will not be as high. They found structural issues requiring bracing. A permit will be required and the work timeline must be coordinated with OC Fire Department since we will need to fully shut down a stair tower during the repair. John recommended once the repair work is completed, we have REI do a final inspection and sign off.

Wayne promised to email the estimates from Classic to all the board members. We will review and vote on this matter during the January 19th BOD meeting.

--North Pool pump room walls

Wayne advised he has an estimate (#3592) in hand from Classic Exteriors to repair the exterior walls of the North Pool pump room. This includes fixing rotten sheathing and wood members as well as re-cladding the building with new vinyl siding. This estimate is approximately \$9100. Again Wayne will forward the documents to the board and we will also vote on this during the January 19th BOD meeting.

--Other misc. unit water leaks:

Wayne advised several other owners are complaining of water leaks. One recent issue was identified for unit 213C—Mathison unit. Classic is due to start on these repairs shortly after the first of the year.

--South Pool repair

The board now has the final proposal from Aquatech to repair the damage on the South Pool. Answers to specific questions regarding warranty (2 years) and such were also received. As the board already voted to accept this proposal during the November meeting, Wayne should now sign and return it to them. This will put Aquatech on notice to schedule our repairs in early May 2008 per our original timeline discussion.

A critical piece of the South Pool repair, re-plastering the walls, requires daily brushing of the walls as the new plaster cures to prevent a rough finished surface. This requirement needs to be included as part of our pool maintenance contract for 2008. Some discussion on possible vendors followed. A decision on this vendor should be made in the January 19th meeting.

--Status of bid for concrete sidewalks and dumpster pads:

Lou advised nothing has been received to date from OCREM.

--Status of bids on replacement awnings:

Marie advised she received bids on replacement awnings for both the Hawaii (\$9896) and Dominica (\$13592) buildings. As agreed earlier, no action will take place on this until Spring.

John raised a concern re the steel support structures, esp. on the Hawaii building. They are rusting now and leaving marks on the carpet. [From Kauai building on, the supports were made of aluminum.] Discussion followed on whether these support bars, esp. the down rods, can be sanded and re-painted or should they be replaced. Marie will discuss this with Michael at Canvas Expert who provided the quote. This item will be discussed further during the January 19th meeting.

General Discussion---vendor contracts for 2008

Discussion on annual vendor contracts for the 2008 season followed. OCREM is due to provide multiple bids for review at our January 19th BOD meeting; none have been provided to date.

-Some consideration was given to possibly combining the cleaning and pool vendors

-The Lighting contract is thought to be an “evergreen” status, i.e. automatically renews. This needs to be confirmed.

-Much discussion then followed on the management company and whether we should renew this contract., renegotiate it or seek new bids. Concerns were raised on the level of their support, responsiveness, ability to handle our needs, etc.

Floor topics:

--Marie advised the landscaping contract was signed and work will begin as soon as the weather permits it. More information will follow on this topic.

--Mark questioned the Riptide pool contract. He stated there was a disagreement on payment for pool furniture removal. The existing contract included this activity; there should be no additional charge. Mark will so advise Moore & Co.

The conference call/meeting ended at 11:05PM

Respectfully submitted,
Carol Ann Bianco, Secretary