

**The Island at Hidden Harbour
Board of Directors Meeting**

**February 21, 2009
Email meeting/Board Notes**

At the end of the January 17th meeting, the board decided we would not need a face to face board meeting in February as many key decisions had just been made. However during the month of February several items surfaced that required board attention and/or decisions before our March meeting. The team decided to have Carol Ann distribute items for review via email. All board members then signaled their decisions back via email. A summary of those decisions is reviewed below:

New Business/Bids

Tennis Court sidewalk:

Barbara obtained a bid from Marty Miller/Triangle Builders to replace a 21' x 6' section of concrete walk that was broken during the initial tennis court installation work. Marty plans to form and pour new 3000# reinforced concrete 6" deep with a broom finish. All board members voted, via email, to accept this bid. Note: this work will not be done until the final tennis court surface is finished.

Awning—Cayman building

During a January wind storm, the awning frame on the south end of Cayman bent and pulled away from the building; the awning itself did not tear. Barbara obtained an estimate from Michael at Canvas Experts to repair this frame. He advised Barbara the work would be done in place; no need to take the awning down. All board members voted, via email, to accept this estimate. Carol Ann alerted OCREM to have the work done as soon as possible due to concern of additional storm damage and so not to conflict with the other pending projects on the Cayman building.

Misc. paint projects:

Barbara obtained 3 proposals from Moore Painting for miscellaneous work projects:

Sales Office/unit 401:

Power wash all trim, windows, frames, etc. on this structure; office walls will be rinsed to remove dirt. After normal prep work is finished, the building trim would be painted with 2 coats of semi-gloss paint. Also the east and west side doors will be sanded and painted with rust preventive paint.

Light Poles:

Clean, sand and paint the 14 light poles on The Island.

Entrance bridge:

Rinse all brick on the entrance bridge to remove sand and dirt.

Six board members voted, via email, to accept these 3 proposals; one member did not respond. OCREM alerted Ed Moore to put this project on his schedule for this spring.

Vinyl railings

The option to replace hand railings on the buildings with an "alternate" aka vinyl material has been raised several times over the past years. Last year, Marie was in discussion with Marty Miller about rotten wood replacement (on Lanai) and mentioned it to him. Marty said he's had great success with a vinyl product called Endurance. At our request, Barbara then asked Marty to provide price comparisons for consideration.

Marty quoted the cost to fully replace existing hand rails with either new (bare) wood or with the vinyl Endurance product. He quoted costs for the following options:

- 1) front stair tower hand railings -- the two handrails on each stair tower;
- 2) front entrance stairs--- handrails on both sides of the one center stair way entrance-- from sidewalk to first floor landing
- 3) dock side ground floor to 1st floor deck-- per set of stairs

After some email discussion, the board felt if we truly planned to pursue this type of project, we needed to consider additional vendor bids as well as investigate more fully the vinyl products available. Given we are nearly finished the current round of our building paint cycle and the cost of this work/product, the board agreed to defer this for a future time and need. We will put this on the agenda for our next meeting and decide a plan of action, if any.

Major Projects -- paint and carpet on Cayman and paint Bermuda:

Financial status:

Barbara worked with Ed Moore to determine the amount of UR1600 material needed to protect the wood deck surfaces on Cayman. Ed negotiated a lower cost per can due to the size of our order. We're ordering 22 - 5 gallon containers and 2 rolls of fabric (for the seams). Following board agreement, via email, Barbara contacted Coatings International for the final cost to order the UR1600 material. Barbara also received Ed Moore's cost to apply two coats of the UR1600 sealer to all the appropriate deck surfaces. Preliminary inspection of the wood on Cayman indicates it is not too bad (no where near as bad as Lanai). Until the power washing is done, we won't know the full extent of this item.

Logistic plan of action:

- 1) Donaway started pulling up the old carpet on 2/24. This work was not weather dependent but getting it out of the way early would provide additional time for wood inspections, especially of the deck and walkway boards.
- 2) The plan was to start power washing the beginning of March; the exact day will depend on the weather---is it safe to turn on the water and not risk a freeze? When it is safe to do so, Joe Rimkus (plumber) will turn on the water to just the building to be power washed. Ed Moore plans to start on Cayman so they'll turn on the water to Cayman and power wash it. Then they will move over and do the same thing on Bermuda. If at any time during this portion of the paint project, freezing temperatures becomes a concern, we'll turn the water back off (err on the safe side).

3) Once the power washing is finished, the full extent of the bad wood will be known. Wood replacement work (Marty Miller) and scraping/priming of good wood (Ed's paint crew) will run in tandem from then on.

4) After the paint crew finishes the second/final paint coat, they will apply the UR1600 product and then Donaway will return to install the new carpet. This may very well be done in stages---front side paint finish, carpet crew comes in while painters shift to back/lagoon side of building or vice versa.

With the multiple activities to be coordinated on Cayman, wood replacement and painting work will be done on Bermuda as time permits. The goal remains for both buildings to be finished by Memorial Day. Letters have been sent to owners in both buildings advising of the planned work and asking them to remove outside items.

The following updates are provided to the board by Carol Ann as liaison to OCREM.

Active/On-Going Project Status

Winter heat inspections:

Joe G. completed the February heat checks. This project is finished.

Heat Pumps:

Due to a rash of unmarked heat pumps freezing during the January cold spell, Carol Ann drew schematics of their locations around each building and identified all that were marked. Those owners who have supplied email addresses were then contacted to determine which unmarked unit was theirs on the chart. Some success was made with this process but we still have units unidentified so further action will be necessary.

Run-away recycle bins:

The one recycle bin spotted earlier is now secured to our docks near Dominica and Hawaii. However the container is extremely heavy (full of water) and the lagoon water is frozen so efforts to pull it out need to wait for warmer temperatures. The board will take this matter up again at our next meeting.

Wi-Fi

Installation of antennas on both pool houses is complete. Some units will obtain their signal from the Hidden Harbour III network across the lagoon. Two board members successfully tested the system; a problem identified in the Dominica building was quickly resolved by the vendor. Flyers were sent to the owners with the February '09 newsletter.

New Website status:

Work continues on the website program coding which is taking longer than initially estimated. The move of our web address to a new host server is now complete. We anticipate reloading all old documents and reference material very early in March and then going live.

Newsletter to owners:

The February 2009 newsletter has been distributed to all owners.

Finances:

Lou worked with members of the board and Moore & Co, to revise the Chart of Accounts as we requested in the January meeting. It is expected the February financial reports will be set up in the new structure. Wayne contacted Moore & Co and told them to copy OCREM on future financial report mailings.

Given our concern with the national financial mess, the board made several moves to better secure the associations monies. A new account was established at Hebron Bank to off-load excess monies from Bay National. Also money from an already matured CD and a just maturing CD were moved to 2 new reserve CD accounts at Sandy Spring Bank. This leaves one CD at Sandy Springs Financial that will mature later in 2009.

Respectfully submitted,
Carol Ann Bianco, Secretary