

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

**June 26, 2010
Meeting Minutes**

Board members in attendance: Wayne Keeler, Mark Hannahs, Kitty O'Hara, Tom Murrill, Marie Henderson and Carol Ann Bianco.

Others in attendance: Barbara Taylor/OCREM participated; Jimmie Henderson (Aruba 101) observed the meeting.

Wayne called the meeting to order at 9:10am.

Active/On-Going Project Status:

At the start of this portion of the meeting, Marie suggested that these items be handled via email notes and not take time during the actual meeting. Carol Ann said while some are finished and thus require no discussion, she wants those updates in the minutes. Carol Ann will work on a method to achieve both goals for future meetings.

Dominica carpet project:

Barbara and Tom did a full inspection of the Dominica carpet installation work on 6/24. A punch list of all items needing attention was faxed to Donaway's; their crew was on site later that same day. Barbara and Tom plan to re-inspect the status after this meeting.

Boardwalk repairs:

This project completed on schedule by Shore Powerwashing. In response to an inquiry, Barbara noted only the boards in the worst condition were replaced at this time due to budget concerns. Brian/Shore Powerwashing told her we should expect to have an equal number of boards to replace next year.

Dryer vent cleaning/repairs:

Barbara advised while the Aruba and Bermuda dryer vent stacks have been inspected and cleaned, the Cayman building presented an unforeseen challenge. Earlier she showed us a sample of a damper found in one of the Cayman unit stacks. The spring load on this damper is extremely taut and thus does not allow air to vent up the stack as desired. Slate Contracting will have to cut an access panel in the 3rd floor units behind the dryer. He would then remove the damper and correct the piping.

Since these 2nd and 3rd floor units share a common vent stack, this is an association responsibility. Slate provided Barbara with a cost estimate for these repairs. Mark made a motion to accept the Slate proposal; Kitty seconded it and all present voted to approve this work.

Access to allow this repair is not an option for the affected owners since the current design is a fire hazard and an insurance concern. In fact one owner has already experienced 2 small fires due to this design flaw. Barbara will draft a memo to the affected owners for the board to review. Our plan is to do the repairs in the fall to minimize impact to the owner's use of their unit "in season". However units 213/313 should be repaired now since we have a full time resident there.

Light repairs needed:

Barbara advised Tomey Electric was supposed to have been back to The Island on June 25th to finally finish the promised parking lot and walk path light repairs. Marie noted the light near her unit had been put back up although Barbara said per Tomey it still needed repair work. Carol Ann said she walked around the property last night and noticed 3 walk path lights still out and 1 parking lot light bulb that did not appear to have been replaced. Barbara said Joe G was scheduled to do his contracted end of the month inspection and she would see what he found also.

Irrigation system repairs/time system runs:

The grasses near the volleyball court and the area behind Dominica are dying; a question was posed if those irrigation system zones were working. There is a water leak near the north pool entrance. We also noted the irrigation system repairs authorized in our May 1st board meeting are done yet. Barbara & Marie will continue to work on these concerns.

South Pool Repairs:

Carol Ann reported the chlorinator was replaced at the south pool over the Memorial Day weekend. Recently the pump on the pool motor also went up at the south pool. While the pump has been replaced, an issue with the new pump specs and the electrical circuit breaker surfaced. Tomey's crew was to replace the circuit breaker on June 25th while here along with the pool lights that are not working properly either!

Finances:

Mark advised he plans to work with Bob Moore mid July to prepare our 2011 budget. This will be available for board review/approval in our next board meeting before being sent out in the Owner Meeting material package. All owners are current with their condo dues and the association is up to date with all outstanding invoices. Mark noted his policy is to pay the vendors within 30 days.

It was noted the planned Oahu stair tower repair work would hit our current year budget; it will not be a factor in the new budget prep work. Wayne commented he has no update on the Reserve Funding levels but will have it for the next meeting,

Bids for consideration:

Sinkhole repairs:

The board reviewed a proposal from Jason/DM Taylor to repair more than 12 sinkholes along the canal bulkhead area. It was noted his bid does not include using stone or mesh to prevent the newly added topsoil from leaking back down the hole again. Several board members recommended stone be used. Marie will pursue this revision to the proposal.

Wi-Fi antenna supplement placement:

By an email vote taken before this board meeting, the majority of the board voted not to proceed with the earlier approved 3 additional Wi-Fi antennas on the south/dock side of the property. City-Media had provided a photo of an installation on a dock pole. This installation appearance was deemed unacceptable; no other location site suited our needs. Further we do not know the number of owners who would benefit from these new antennas. Carol Ann will work with Barbara to modify our City-Media contract amendment to show the correct number of installed antennas on the property.

Insulation under the buildings:

Barbara reported the vendor selected in our May board meeting has not provided answers to our final follow-up questions. We asked that she re-engage him once more so we can move forward on this project in the fall.

Comcast Service Agreement

Following last month's meeting, Barbara contacted the Comcast rep. and told her the Island board would only consider an easement agreement. To date Barbara has heard nothing back from Comcast. This item is now closed from the board's viewpoint.

New Business:

Stair tower base paint recommendation:

Kitty sent an email suggestion earlier that we re-paint the concrete base of any repaired stair tower. This would tell us if any stains now observed indicated a new problem. However, the old stains are already gone so there is no need for action.

Left over UR1600 (goo); Aruba carpet replacement:

We currently have 9 cans of the UR1600 wood preservative coating left from the Dominica project. The manufacturer is willing to buy them back less a 25% restocking fee and we need to pay shipping. He then told Barbara so long as the can was not opened, the shelf life is at least a year. We decided to store these cans in the sprinkler rooms since those areas are heated in the winter. With our plan to re-carpet Aruba next spring, we will hold these cans for that project and be a bit ahead of next year's need.

Landscaping activity/plans:

Marie said not all trimming work has been done yet. A Taylor employee was hurt and his being out impacted their staffing capacity. They plan to finish this work next Tuesday along with weeding. A question was raised as to the cost to remove old dead plant material as well as if there is a guarantee on the new plantings. Marie said she would get a price to remove the old dead stuff. Her next landscape project is the Hawaii building.

Mark said he's heard owner complaints about the dead phragmites, which just lay there and are not attractive. It appears the spray used also kills the grass. Barbara noted she too heard complaints from owners. Marie said the vendor claims the dead material keeps the soil from eroding. She also said the work done does not appear as presented on their website. Marie will get a price from Jason to a general clean up on the rocks. It was then

suggested that Barbara have a meeting with Wes/Envirotech. We also need to ask about a possible credit for chemicals under the MD state program as mentioned last year.

Irrigation proposal—soaker hoses:

An item on the soaker hoses in the middle of the property was held from a multiple topic irrigation proposal from DM Taylor to be discussed in this/our next meeting. Marie said there was no action on this item.

Animal issues—Dogs, Geese:

The lawn care team raised a concern for owners who do not clean up after their dogs. It was suggested we again remind owners of this especially since it is a law. The geese have made themselves quite at home this year. We've been told they do not like grape flavor. However if we apply a mixture like sugar free grape kool-aid, it will be washed away the next time the irrigation system runs. The landscaper has not other solutions.

Boat appearance (owner concern):

An owner approached Carol Ann and asked the board to check on the watercraft in 2 slips. By the time of this meeting, both slip configurations had changed. Furthermore, boat slips are privately owned space and the association has no authority over them.

Snow removal guidelines for future:

As an action item from last months board meeting, Barbara checked with the OC Fire Dept. for any regulations they have in a snow event. Their only requirement is that fire lanes (red painted parking lines) be kept clear. OCREM's guideline is to take action when there is more than 3" of snow on the ground. We decided to get a proposal from DM Taylor outlining their service options and cost. Marie agreed to follow-up on this item.

Stair towers-bids on Oahu towers:

We need to obtain proposals and select a vendor to investigate and repair the water infiltration issues on both Oahu stair towers this fall. Our plan is to open them from the exterior since the interior walls do not appear to be compromised; they might only need a patch in a few spots. Barbara will get 3 bids for us to consider at our next meeting.

Pool Party:

Marie said we have 30 responses thus far to the pool party on July 10; she knows of several more owners planning to come but they have not sent back the response form yet. If it rains on Saturday, we will shift the event to the next day. Marie updated the board on our vendors who agreed to donate door prizes including Moore and OCREM.

Begin prep for Annual Owner Meeting:

Barbara noted key dates for mailings in order to comply with our by-laws regarding the annual owner meeting. A nomination cover letter and form needs to be mailed by July 12 with a return requested date by August 12th. Then the meeting notice along with the board approved budget, board nominees and a meeting agenda must be mailed by August 23rd.

Newsletter:

After considering possible topics, the board decided not to send another newsletter now.

Items from the floor:

Maui—rear of building

Barbara verbally reviewed 2 bids to replace/repair the damaged boards on the lower rear side of Maui. After some discussion, Kitty made a motion and Marie seconded it to approve the bid from Shore Powerwashing. While it was the higher cost bid, we felt it was more complete. All present voted to accept this bid and requested the work begin as soon as possible.

Architectural guidelines:

An owner questioned OCREM if we have an approved storm door design. It was noted a full view white or crème colored door was the accepted standard. Barbara will advise the owner.

New sign to be posted:

Barbara reviewed a request from an owner in Dominica that we add a sign prohibiting skateboarding, etc. at that end of the property. This activity is very dangerous due to the bend in the road with limited driver visibility. There is also a concern with various ball-playing activities. It was suggested an extra sign might be stored in the guardhouse. Barbara will check there before ordering a new sign.

Rowdy behavior:

General discussion then followed with recent examples of disruptive behavior including loud noise, so much so that an owner changed their plans and left town early. Over the Memorial Day weekend, 5 police cars responded to an incident at the Dominica building. Graffiti was observed on the stairs at the east stair tower entrance to Hawaii.

It was then recommended the board amend the current fine in the Rules Violations and Fines section in The Island General Rules and Regulations. Kitty made a motion that we change the 2nd and all subsequent violation fines to be “up to \$1000” per occurrence. Mark seconded this motion and all present approved it. [NOTE—a notice will be mailed to all owners outlining these changes. A second reading and vote will be taken on these changes during our August 7th board meeting.]

Future Board Meeting Dates:

Due to some schedule conflicts and our need to allow time to prepare for the September owner meeting, the board decided to cancel the July 24th and August 21st meeting dates. Instead we plan to meet on August 7th as our next/final meeting before the owner session.

With no more business, a motion was made to adjourn this meeting at 11:15pm.

Respectfully submitted,
Carol Ann Bianco, Secretary