

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

**September 25, 2010  
Meeting Minutes**

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**Board members in attendance:** Lou Engle, Marie Henderson, Mark Hannahs, Kitty O'Hara, Tom Murrill, Charlie Zellers and Carol Ann Bianco.

This organizational meeting started at 11am immediately following the Annual Owner meeting. Six of the original board members returned for another year; via a floor nomination, Charlie Zellers will fill the vacant/seventh seat on the board.

The board members then decided the officer roles for the 2010-2011 year.

Marie Henderson nominated Lou Engle as President  
Kitty O'Hara nominated Marie Henderson as Vice-President  
Tom Murrill nominated Mark Hannahs as Treasurer  
Lou Engle nominated Carol Ann Bianco as Secretary

Lou suggested we hold face-to face board meetings only when there is active Island business to discuss, not based on a preset meeting schedule. He also suggested some business items could be handled via conference calls. Kitty offered the use of her conference bridge, if needed, at no cost to the association. For face-to-face meetings, Lou advised Mark offered the use of his Timonium office conference space and any local OC meetings could be held in Mark's new OC office. Everyone agreed this plan would work especially since someone could join via the conference bridge if travel was an issue for them. October 23<sup>rd</sup> was selected as a tentative date for our first meeting.

Lou then said he would discuss areas of expertise with each board member on a one-on-one basis. As a general guideline, Lou used landscape work as an example to recommend if an expense is within that budget category, we don't need lots of emails first. Rather the work would be authorized, without requiring prior board member approval, if the cost was under the threshold value of \$500. Lou said he would handle the cleaning contract, pool contract, painting proposals as well as anything concerning a major structural repair. Any insurance issue should be referred to and handled by Mark.

Lou also noted the board needs to be informed of significant issues such as water leaks. He will discuss with Barbara/OCREM that an incident report be sent to all board members to make everyone aware of the situation. It would then be updated with new status and finally when closed. When appropriate, these alerts will be labeled "no board involvement" to control unnecessary email dialog.

Specific direction was then given to two items:

- 1) An owner requested in the earlier meeting a need for more cement tables at the south pool. Lou recommended we get 2 additional tables for each pool as well as 5-10 new umbrellas; these purchases should be made against the 2011 budget. It was agreed Marie would investigate options, cost and availability and report back to the Executive Committee. Lou is also checking on table availability locally.
- 2) Marie discussed a pending landscape proposal to add 40 Euonymus plants in the east half of 2 of the 3 center islands between the 2 pools. It was agreed to proceed with this work since any damage that might occur to the soaker hoses can be easily repaired at a minimal cost.

With no more business, Lou adjourned the meeting at 11:20am.

Respectfully submitted,  
Carol Ann Bianco, Secretary