

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

**September 26, 2009
Meeting Minutes**

Board members in attendance: Wayne Keeler, Lou Engle, Marie Henderson, Mark Hannahs, Kitty O'Hara, Tom Murrill and Carol Ann Bianco. Barbara Taylor/OCREM also attended.

The organizational meeting started at 11am immediately following the Annual Owner Meeting. It was decided to keep the board officer designations and roles in place same as they were last year.

It was recommended we share project status updates via email and not use face to face meeting time for this. For the winter months it was suggested we hold whatever meetings are needed at an off-site location that is geographically suited to the board members. We discussed several possible areas of town but did not set any firm dates or locations at this time. During the summer months, we anticipate holding our meetings at The Island as we've done in the past.

Moving on from this task, we then discussed the following topics:

Light inspection contract:

Carol Ann previously compiled a cost analysis of our expenses for light bulb inspection and replacements since we shifted to having Joe G perform this service on a weekly basis. Recognizing we are no longer replacing as many light bulbs each trip and the concern for a burned out bulb in the off-season not being so high, the group discussed modifying our contract with Joe.

It was decided to cut back the inspections from October through April to be once a month for a cost of \$125. During the months of May through September, we would have the inspections done twice a month for a total monthly cost of \$225. Lou made a motion to accept the above schedule of inspections which Kitty then seconded. All voted to approve. Barbara will advise Joe G of the board decision next week.

Dock board clean-up:

During the just completed owner meeting, it was suggested we have the dock boardwalk power washed and sealed in the spring of 2010. We noted how well Hidden Harbour V's boardwalk still looks after theirs was done several years ago. Barbara volunteered to find out who they used and what treatment was applied.

We also noted when we undertake this effort in the spring we first need to replace any split/rotten boards. Lou recommended the new boards be screwed down, not nailed. Timing will be a factor along with weather conditions next year.

Tennis Court status:

Barbara advised Sport Systems was a no show this past week. Marie noted in her conversation with Til, President of SS, their ability to come down and apply touch-up paint was again weather dependent. They have promised to give Barbara 24 hour advance notice. Other than the paint touch-ups, Til said our court met the specs of the contract.

Recycle Enclosure:

Barbara, Lou and Carol Ann meet with OC Sanitation supervisor earlier this week regarding the bin enclosure we removed from the Bermuda/north pool area due to owners concern for safety. The need for a 16' space, to hold 2 containers, was explained in that the arms that extend 4' max from the pick-up truck are rounded to grab the container. None of the end piers in the parking lot (near the buildings) have the 16' required space. We either need to enclose each bin – paper and mixed materials – separately or come up with a different containment solution. Steve Brown of OC suggested round bins of some material. Lou recommended concrete enclosures that would not be “permanent”, thus needing no permit; further the concrete could be painted any color we wanted.

Barbara was tasked to get a cost for these and report back to the board. Once we determine if this is feasible and cost effective, we will then need to decide where to place them on the property---either in the center of the parking lot area or on the end islands near the buildings. Note: they were originally in an end area at north side of Cayman.

Carpet payment – Cayman building

Mark advised he is still working with two owners in Cayman who have yet to pay for the new deck carpet.

Stair tower repairs:

The board reviewed the two proposals from each contractor to investigate and repair the suspected stair tower concerns we have now. It was clarified that both towers in Oahu need attention based on Barbara's observations from her summer daily inspections along with the north and west tower in Dominica. After some discussion, Lou recommended we accept Triangle's bid to inspect the towers externally for problems first but at a cost of \$750 (less than his bid). Barbara will inform Triangle of this decision.

Carpet bid:

With the decision made to re-carpet Dominica next year, Barbara was asked to check with Donaway Carpet. While we prefer to wait until early next year to act on this, we don't want to pay a higher rate if an increase in the material cost is expected.

Winter unit inspections:

The board agreed to continue with our winter unit inspection to assure heat is on and water is off. As we did last year, we will do 2 inspections--once in January and once in February. Barbara will discuss this with Joe G. who completed this task last year.

Landscaping projects:

Marie said she and Barbara have checked out a possible new landscaper as well as someone who could handle our lawn cutting needs. They hope to meet with Scotland Yard this coming week to see what he can do, recommend for the property.

Termite Inspection:

Marie suggested we have the property inspected for termites. She asked Barbara to get a proposal from Dean Bennett at Bennett Taylor Termite & Pest Control.

Crawl space concerns/1st floor unit's insulation:

Barbara told the board she planned to send out bid requests to have the vapor barrier and insulation under the buildings inspected and repaired as necessary. The bid will include all buildings.

Dryer Vent cleaning:

Barbara also told the board she will be getting bids for the dryer vent inspections. This pertains to the 2nd and 3rd floor units that share a common vent pipe in the Aruba, Bermuda and Cayman buildings. Access to the units might be a factor.

With no more business, Wayne then adjourned the meeting at noon.

Respectfully submitted,
Carol Ann Bianco, Secretary