

The Island at Hidden Harbour
Board of Directors Meeting

June 4, 2011 -- 1:00 PM
Meeting Minutes

Attendees: Lou Engle, Marie Henderson, Tom Murrill, Charlie Zellers, Mark Hannahs, Kitty O'Hara, Carol Ann Bianco. Barbara Taylor also participated in this board meeting.

Lou called the meeting to order at 1:05 pm.

Project updates:

- The **Hawaii walk path light** has been re-installed; this project is finished.
- The initial 101 bad boards on the **boardwalk** have been replaced.
- The **foam insulation** project under the Bermuda building is finished.
- The **Aruba carpet** project is finished
- One unit **dryer vent** still needs to be cleaned
- Four new **concrete tables** have been placed, two at each pool.
- Ten **new umbrellas** are also in place spread between both pools.
- The **new pool gates** are ready to be installed however we are still waiting on the Health Dept. permit.
- Minor **pool deck repairs** have been made but do not meet our standards. Barbara will discuss this with the contractor.
- Sod** has been installed on the **north tot lot** area to replace the old mulch.
- The **eco-safety pads** for the north tot lot area are still on order.
- The paint project on **the entrance bridge railings** has been completed.
- The **Oahu painting** continues. Concerns were discussed about the quality of work being done on Oahu. Barbara will address the board's concerns with the painters.
- Building cleaning**: Recently Barbara met with the company owner on-site to review The Island's expectations. Going forward, he plans to supervise the work on our property himself. Responding to a complaint for the excessive amount of pollen coating the carpets, the next cleaning was shifted in advance of Memorial Day. At this point, it was suggested the summer cleaning work be performed twice a month in July and August. The board agreed and asked Barbara to instruct them to come in the middle and the end of those months. She will also let the board know when exactly when this work is due.
- The **painting project** for both **tot lots** was then discussed. Discussion about the tot lots included the color difference. Discussion also noted that during the last board meeting, the tot lot paint project, for both areas, was extensively discussed, voted and accepted by the board members present; Lou immediately signed the contract. That contract is now suspended pending further action.

Bids for review:

--Unit 401-A repairs:

Barbara shared a second bid for the needed repair work to this structure that was just received. When comparing the 2 bids, the board questioned why the second bid, from a new contractor to the Island, was so much lower. The board decided to defer a final decision on this project pending further clarification of the specs quoted.

--Aruba awnings

At the time of this meeting, two awning vendors submitted bids to replace the 3rd floor front awnings on Aruba. Keeping up the old awning until the new awning is installed allows completion of the project “in-season” with minimal disruption to the owners. The board agreed to use the DE contractor and asked Barbara to get a contract and sample fabric materials from them.

--Building canopies:

Replacement of the entrance “Marquee” awnings was then discussed. There are 18 total, 2 on each of the 9 buildings. The contractor can replicate the Island logo and show the building name on the new canopies. After reviewing the proposed cost and some discussion as to which ones need to be replaced first, Lou said we should proceed with the two on Aruba for now. Barbara was asked to get details on this project also.

--Entrance Lighting

Marie had requested a bid to replace the lighting on the front entrance sign and flags. While Barbara was only able to get one estimate, Marie stated she checked the light fixtures he quoted on-line and felt they were what she wanted. The board then asked Barbara to get a better description of the fixtures being recommended, a formal contract and to clarify the start and finish time for this work.

--Dumpster painting

Barbara reviewed the 3 bids she obtained for painting all of the existing trash dumpsters. She described the preparation process each vendor quoted as well as the type of paint they proposed to use. After a brief discussion, Kitty made a motion to accept Joe G’s proposal. Marie seconded it; the rest of the board agreed.

Future projects

--Stair towers:

In the April board meeting, Lanai was discussed as the next stair tower to need repairs. However Barbara advised the board that during a miscellaneous rotted board repair on Kauai, Triangle Builders found there was nothing solid behind it; the plywood wall is rotten. Given this new information, the board decided to repair both Kauai stair towers in the fall of 2011. The Lanai towers will be shifted off to 2012.

--Parking Lot

It was noted the parking space lines and handicap markings have seriously faded on the parking lot. We agreed to get proposals to determine what actions, cost and time frame would be suitable for such a project.

--Pool deck surface

Barbara has a meeting with someone from a well-known, reputable firm to discuss the necessary pool deck work that is needed at the south pool. He will help her/us create the proper bid specs for that project.

General Business:

--Landscaping:

Marie reported one large holly tree in front of an owner deck on the south end of Bermuda was removed and replanted at the south pool area. The landscaper suggested a

hedge of crape myrtle bushes be planted in this now empty area. The two remaining holly trees in the adjacent sidewalk area have been trimmed for safety reasons. Mark asked when the one dead holly at the north pool would be removed.

Marie next described a new proposal from DM Taylor to pull out the existing plant material at the northeast corner of the north lot area. Sod would be added along with 2 crape myrtle trees transplanted from the townhouse area. Kitty made a motion to do this work. Charlie seconded it and the rest of the board agreed.

Marie said the landscaper was on-site this morning (Saturday) to start trimming the bushes; they will be back on Tuesday to finish that work. Tom took issue that this trimming work was not done sooner. He said it should have been done 3 weeks ago. During those past weeks, he repeatedly reported his request to Barbara noting that the bushes were growing into his HVAC unit. Tom then requested that the landscaper be told to perform work when Barbara instructs them to do it. Barbara stated that contract does not specify the time period for the trimming work to be done. Marie repeated the commitment is now for this coming Tuesday.

--Geese

Carol Ann reported, due to the geese, it is nearly impossible to walk along the boardwalk from Bermuda to Dominica without stepping in their droppings. Barbara reviewed the only vendor solution received to date to net and catch the geese during their molting season (late June/early July). They would then be removed from the property. After some discussion, the board rejected this and felt we had no acceptable solution.

--Newsletter/July 4th parking passes

After a brief discussion, the board decided on what information to include in both the June newsletter and "Important Reminders" document. They will be mailed out with the July 4th parking passes next week.

Financials:

Mark noted the latest financial statements have been sent to the board.

--Insurance:

Mark stated only 3 insurance companies currently write policies for coastal properties like ours. He then reviewed The Island's renewal insurance proposal that was emailed to the board prior to this meeting. While there was some cost shifting up and down in the four different policies, overall our total premium increase was minimal. Carol Ann made a motion to accept the new renewal policies as defined in Mark's proposal. Charlie seconded it and all present agreed to it. Lou then noted that the board had earlier accepted Mark's proposal to increase the flood policy for The Island. That decision was reached via email vote. Note: as our insurance agent, Mark abstained from both of these votes.

Mark then suggested we have a "replacement cost study" done to be sure we are adequately insured. He said they typically go by square footage and he believes we are close to the proper coverage amount but it would be best to verify it. This insurance evaluation would cover all the buildings, the pier/dock area, etc. Barbara said she was familiar with such a study and will investigate the cost to perform one for The Island. At

this point, Carol Ann made a motion to do the insurance cost study. Marie seconded it and the rest of the board agreed.

Barbara then alerted the board to a new condo law that gives an association the option to require proof that all owners carry condo contents (H06) policies on their unit. After some discussion, the board decided not to pursue this now.

Items from the floor:

--Barbara questioned if there is any restriction in our By-Laws about what items can be placed or stored on an owner deck. Right now there is concern for a bed-like structure as well as an opened bag of dog food. Mark said he would speak to the owners.

Next board meeting:

Saturday, July 9th starting at 9 am was then selected for our next board meeting. Taking Mark up on his offer, we will hold this meeting in his local OC office. Carol Ann then reviewed the timeline of required tasks to be completed in preparation for the Annual Owners' meeting on September 24th. The first major activity, in July, will be to start preparing the 2012 budget.

At 3:50 pm, with no other business to discuss, a motion was made to adjourn this meeting. All agreed.

Respectfully submitted,
Carol Ann Bianco, Secretary