

The Island at Hidden Harbour
Board of Directors Meeting

June 9, 2017 – 10:00 AM
Meeting Minutes

Board members Mark Hannahs, Marie Henderson, Tom Murrill, Jim Watkins, Charlie Zellers and Carol Ann Bianco, along with John Jensen (Mana-Jit) attended this board meeting in Mark's Ocean City office. Al Dietrich called in to participate for the beginning and end of the meeting. Having a quorum, Mark called the meeting to order at 10:15 am.

--Pool repairs:

All planned fence post supports have been installed at the **south pool**. Jim observed most of the installation work; Al checked it last weekend. They agree it is solid. This project is essentially done except possibly some landscape tweaks or touch-up painting on the wall rim after the new concrete cures. The board agreed it would be wise to check the north pool fence to determine if any support will be needed there now that we have a solid and cost effective repair plan.

John said Premier Pools was to complete the **joint caulking** at the **north pool** by the end of the week. At the time of this meeting, that work had not been done.

--Project status:

--Wood repair:

John shared the wood repair work is mostly finished on the Bermuda and Cayman building. Over 700 pickets were replaced in total with approximately 600 of them being on Bermuda. A few miscellaneous boards still have to be addressed to allow the painters to complete their work.

--Painting:

Moore Painting continues their painting efforts on both Bermuda and Cayman. With the painters having to shift around due to ongoing wood repairs, a concern was raised for how to know if 2 coats of paint were actually applied. Charlie shared on replacement wood where a wood filler is used to cover nail holes, the areas with the wood filler will absorb the fresh paint differently than older wood and thus give an indication if the 2 contracted coats of paint were applied.

--Carpeting:

The Dominica carpet installation work continues. At this time, the parking lot side of the building is done. Three owner decks (227, 228 and the rear portion of 228), still need the carpet wrapped and stapled over the edge of those decks. Carpet installation on unit 225's rear deck is waiting for the siding flashing to be replaced since it was found to be rusty when the old carpet was removed. It is hoped this deck work will complete in the next week including the carpet.

During the carpet installers attempts to use the hi-lift they rented, Island property was damaged. Observers commented the lift was too large / wide and the carpet crew did not know how to maneuver it. Several blocks of concrete sidewalk have been cracked. Multiple 2 x 12 bulkhead boards along the boardwalk edge were damaged as well as several piling top caps were torn. The board also expressed concern if any sprinkler heads were damaged. Other miscellaneous damage concerns were shared. John assured the board he has already obtained some cost estimates and feels the total amount of the damages will definitely be less than what the association still owes on this project; we will deduct the repair costs from the final payment. Once the final deck carpet work is finished, John (and a board member if available) will do a careful walk around inspection of the building and surrounding property. If any touch-up paint, damaged wood railings, etc. are found, this will also become part of the payment adjustment we will make.

--Awning:

Phillips Signs replaced the 3rd floor awnings on the front of Hawaii. This project is complete

---Boardwalk board replacement work:

An inspection was made and 104 dock boards along with 3 2x12 bulkhead boards were identified as needing to be replaced. Note—due to the above carpet damage, this project scope will likely expand a bit. This repair work will be scheduled in the coming weeks.

--Owner issues:

--July 4th --John said all the owner parking passes will go out in the mail today.

--Bulk trash items --- due to several large discarded items left near the dumpsters around the Memorial Day weekend, the board sent a memo to all owners reminding them they must make arrangements with the OC Bulk Trash division to pick up/pay the fee to have items removed.

--Owner complaint---an email note was received about the “unsafe” condition of the south end tot lot structure. The board agreed to have our contractor replace the wood “deck” boards that are in rough shape with spare Trex decking. This improvement should be done to both the north and south tot lot structures. The owner also noted a “slimy” area in the parking lot near the dumpster at Kauai. The board will check this but noted that any parking lot work can’t be done in-season.

--Owner complaint—hanging lights are on the front deck of unit 160-Oahu. The lights have been taken down.

--Owner complaint—the sailboat behind the Oahu building is no longer on Island property.

--Water leaks involving units 101 and 201: There has been no response from unit 201 nor have repairs been made to correct the leaking sliding doors; water is still entering unit 101 below plus potential causing damage to the building. After discussion, a motion was made by Marie and seconded by Charlie for Mark to contact a lawyer (Shockley) for advice on how to proceed, what the associations options are in this / similar situations. All board members agreed to the motion.

--Owner exterior deck closet doors: John stated the recommended Thermatru replacement fiberglass, slab exterior pre-hung exterior closet door is available from 84 Lumber. Owners who have changed them out, have been satisfied with the final product.

--Landscaping:

Tom shared a photo of the newly landscaped area at the north pool with plantings that replaced the old pine trees. A few other improvements are planned for that area as well at other locations on the property. Additional red stone will be added to the beds that need it. Finally, several suggestions were shared where tree trimming is needed; Tom will work with DM Taylor on this.

--Financial Report:

Due to the timing of this board meeting, the May financial report is not yet available. The April report shows a negative (\$2476) financial position for that month and small positive amount year to date. The recent pool project is being expensed from the Reserve Fund as it is an improvement in design. The board briefly discussed the status of several owners who continue to owe the association payment for either short term rental fine violations or as reimbursement for services provided by Mana-Jit. Mark shared the outcome of a boat slip tax sale as it might impact the association in the future. We are now in a hold position for the next 6 months but have assurance that if the tax lien is not satisfied, and the unit is not sold, the current investor knows the boat slip must be sold to an Island owner. Lastly, the Fire Protective cellular option project has begun with the expectation it will be completed prior to the Verizon term plan renewal date.

Future plans---(for budget planning purposes)

--Painting in 2018:

Based on the schedule developed last year, and confirmed by observation of building conditions, Kauai and Oahu are the buildings to be painted in 2018. The recommendation is to paint one building in the Spring and one in the Fall of 2018.

--Carpet replacement:

The board still plans to replace the exterior carpet on Hawaii this Fall. Based on our recent carpet experience, considerable discussion followed. The board requested that John begin now to reach out to multiple vendors for quotes on the Hawaii project. Other installation ideas and logistic concerns were raised. Going forward, the recommendation was made that in 2018, whichever building is deemed to be the next one based on need, that the work be scheduled for the Fall.

--Other 2018 projects:

Since we will need to prepare the 2018 budget in the coming month, the board was asked to start thinking about what work might need to be budgeted. While not an Operating expense, the status of the roofs was raised. A roof inspection and evaluation should be done in the Fall.

Misc. items / Agenda reminders:

-The **alpha building identification signs** have been received and are awaiting installation.

-We have no spare **pool umbrellas**; the board asked John to order 4 new umbrellas to have on hand for the season.

-It has been determined the broken **park bench** near the Oahu building is beyond repair. Charlie agreed to find a replacement product using John's online source suggestions.

-The **lighthouse light bulb** is not working. John will follow-up if Beacon Electric obtained that specialty bulb.

-Note: immediately following this board meeting, it was discovered someone backed into one of the mailboxes by Lanai/Maui. An order has been placed to replace the 4 mailboxes in that cluster.

--Recurring sinkhole near the boardwalk between Aruba and Bermuda; no new status yet.

Items from the floor:

Bikes being stored in the stair tower entryways is becoming a big concern. Based on the guideline that all bikes must be identified, any bikes not labeled will be removed from the stair tower area. Also any bikes found to be a condition deemed to be unusable, will also be removed. Charlie will work with John on this in the coming weeks.

With all business addressed this meeting adjourned at 12:25 pm. The next board meeting is scheduled for Saturday, July 22nd starting at 10am in Mark's Ocean City office conference room.

Respectfully submitted,
Carol Ann Bianco, Treasurer / Secretary