

The Island at Hidden Harbour
Board of Directors Meeting

October 7, 2017 – 9:30 AM
Meeting Minutes

Board members Mark Hannahs, Tom Murrill, Charlie Zellers and Carol Ann Bianco attended this board meeting in Mark's Ocean City office; Mark Coldren, Al Dietrich and Jim Watkins did not participate. John Jensen and Craig Boone (Mana-Jit) also attended. Having a quorum, Mark called the meeting to order at 9:30 am.

Project Status:

--Contractors:

Continuing our goal to have contractor options based on workload and availability letting us be sharper in the Spring, the board engaged one more contractor for a trial period. John suggested Construction by Roger and reported in this meeting he has been perfectly happy, even to say it was a "home run". John shared Roger and his crew have not only redone some projects but in the process offered suggestions to prevent future occurrence and / or minor, cost effective tweaks.

The board next spent time discussing the work completed, the quantity of and type of materials used by the second contractor. After discussion, it was agreed to pay their final invoice in full with the understanding we are now moving on.

--Tot lot structures – The installation of Trex-like decking on the south tot lot structure is complete; it's a definite improvement. The board agreed Roger should similarly update the north tot lot structure in the coming weeks.

--North pool---Roger investigated the hollow section of the north pool foundation wall. He indicated water is leaking in at the top around the fence posts so he will seal those areas first. He will then backfill the hollow areas and insert drain tubes to allow any future water that might still enter to drain out. Earlier Moore Painting completed pargeting and painting the rest of the north pools foundation wall; this also included painting the block walls in the entry way.

--Pool fencing---it was noted one fence post at the south pool was not re-stabilized during the Spring project. Initial evaluation suggests the north pool fence is more stable since it is set back farther from the edge of the pool deck. John suggested Roger could check the missed south pool post and see if he can fashion a similar support post.

--Outstanding work projects—John shared there are only a few open projects on the contractor to-do list. These include securing the drain lines under Islamorada, cold patching several parking lot sinkholes as well as items mentioned earlier. John explained Roger plans to saw cut the asphalt near the dumpster pad between Aruba and Bermuda to inspect the storm drain pipe for leaks. He then plans to pack the surrounding area with clay and re-patch the asphalt surface. Most of the earlier water leaks owners reported have now been addressed; one in Hawaii is still pending.

--Financial Report:

A preliminary financial report for September now shows a positive \$8982 financial position for the month and an improved overall negative (\$18,535) amount year to date. It is hoped the Operating budget will be fully pulled back into the black by year's end. The Reserve monies borrowed earlier have been partially paid back; \$7500 in September and another \$7500 payment will be made in October. This will leave \$5000 still due to the Reserve funds. Two owners still have pending carpet payments due to the association.

Future plans new business:

--Carpeting:

During the September Owner Meeting, Dominica owners raised concerns with water leaking onto the 2nd floor decks from the uncovered 3rd floor decks above. While the decks were never considered to be waterproof, the board agreed to investigate options. Owner Alan Siegfried, who offered to share his experience with an alternative deck covering product with the board, then joined this meeting. A property Alan managed installed Deck-Rite about 7-8 years ago. Alan also found a new, high end property in OC on 3rd St. has a similar product installed on their decks. John said a Mana-Jit property on 77th St used a similar product a few years ago. Board members expressed a desire to see such a product in person and will check out these locations.

Alan then discussed several installation issues including making sure the deck slopes away from the building and thus the potential need for cant strips. The fiber reinforced membrane product is flexible, so the deck surface must be smooth to start with which might require new or overlay decking to be installed. Given these parameters and potential cost factors, the board suggested such a product would thus only be installed on the water side decks, not on the common hallway areas. A product color would have to be found, possibly a gray blue, that would be similar to the carpet color on the parking lot side, esp. on buildings having full wrap-around decks.

Discussion continued regarding different carpet options that might include a moisture barrier or allow a water sealer to be applied to the decking. Sealing the deck joints was also discussed. In closing this discussion Alan agreed to do some investigation on carpet options with his staff. John offered to contact a local design group for any / all product ideas to meet our situation in this environment. The board agreed to continue these efforts and re-group on it in our next meeting.

The pending carpet project for Hawaii has thus been delayed at least until next Spring; that timeframe could still be an issue due to the planned painting of Hawaii in the Spring of 2018.

--Roof replacement—John received only one roof bid response to date; the due date was set at 10/15/17 so hopefully the other 5 potential bidders will reply next week. John questioned if we should have engaged an engineering firm first for permit factors like wind rating; also for them to help us decide the best time of year to undertake such a project—Spring or Fall.

--Pool repair work---John shared 5 proposals received from Premier Pools. Three were related to the north pool and two for the south pool. After discussion, the board agreed to move forward now with replacing the filter system at each pool. The board asked John to obtain additional bids for the plaster and tile work proposed before a decision is made on if and when to do this.

--Dryer vent cleaning---the common dryer vent pipes on Aruba, Bermuda and Cayman are scheduled to be cleaned November 8-9. No other action is planned for this common venting.

--Hawaii—The drain pipes under Hawaii have been reconnected. The old batt insulation has mostly fallen down; the rest needs to be taken down. The open design of this building does not really allow for spray foam insulation. Tom shared Roger's idea of replacing the batt insulation and securing it with nylon netting to keep it in place. John will engage Roger for a cost estimate.

--Rusted deck brackets---during the recent deck repair on a Kauai deck, rusted steel brackets were found on the railing post. Roger replaced them with aluminum. The board asked that Roger inspect other decks on the property and document the scope of this potential need elsewhere.

--Shut down water lines---Tom shared the plumber plans to winterize the building water shower lines the 3rd and 4th week of October. The dock water lines will be winterized mid-November. The board agreed to this timeline.

Owner Meeting follow-up:

Due to time considerations, the follow-up items captured from the Owner Meeting and the 2018 work plans discussion was deferred until the next board meeting. None of these items is time critical now.

The board handled several other topics in a closed meeting session.

With all business addressed this meeting adjourned at 12:15 pm. The proposed dates for the next board will either be November 11 starting at noon or November 18 starting at 9:30am. Regardless of the date selected, this meeting will again be held in Mark's Ocean City office conference room. [Note: the meeting date has now been confirmed for November 18.]

Respectfully submitted,
Carol Ann Bianco, Treasurer / Secretary