

The Island at Hidden Harbour
Board of Directors Meeting

August 22, 2020 – 9 AM
Meeting Minutes

Board members Mark Hannahs, John Booze, Tom Murrill, Caroline Pisano, Charlie Zellers, and Carol Ann Bianco along with John Jensen (Mana-Jit) participated in this board meeting via Zoom. Alan Dietrich was not able to participate. President Mark Hannahs called the meeting to order at 9:00 am.

Project status:

--Tropical Storm Isaias: On August 4th, the Tropical Storm caused damage all around the Island, including some siding and shingles blown off of several buildings along with several sections of pool fencing being knocked off the pool decks. Also, the 3rd floor awnings were damaged on Lanai, Bermuda and Oahu as well as the canopy on 401-A. John shared the roofers are scheduled to inspect and repair shingles as needed; if any damage occurred on Aruba, Bermuda or Cayman, it would be covered under our warranty. At this time the pool fencing has been fixed. Siding repairs will be addressed over the next several weeks and the awnings will be made safe for now. We plan to replace the damaged awnings after hurricane season ends or early in 2021.

--Clogged condensate line: Damage was discovered in a 1st floor unit in Cayman from a clogged condensate line. The exact location of the blockage is still being determined at this time. Remediation and repairs are underway in the affected unit.

NOTE: After discussing the above 2 items, the board discussed possibly filing insurance claims to mitigate the recovery cost impacts to our budget. Mark felt it wise to at least send a notice alert for a wind damage claim at this time; he will handle. Once we understand the full scope of the costs involved to put things right, we'll make a final decision for how to proceed.

This led to a brief discussion on a decision by the Maryland Legislature, effective Oct. 1, 2020, to increase condo owners liability for damage originating from their unit to another owner unit from \$5000 to \$10,000, assuming the Association Master Policy deductible is \$10,000. While our Master Policy deductible remains at \$5000 now, Mark strongly recommends all owners increase the loss assessment coverage on their H06 condo insurance policy to the new MD limit (\$10,000).

--Wood replacement on Lanai: John stated All States work on the front of Lanai is complete. Moore Painting will be making other minor wood repairs in the next weeks. Charlie then shared comments he heard from several Lanai owners on the work All States performed earlier; John asked Charlie to refer those owners to him.

--Picnic tables: The picnic tables have been repaired

--Tot lot: The north tot lot concerns are not structural. John plans for Moore Painting to address the surface rust and repaint it in the Fall. The top deck boards also need attention.

--Landscaping: Tom shared we continue to move through misc. landscape plans. Downed tree branches / debris from the Tropical Storm will be cleaned up next week. Tom also shared a new owner has professional experience in landscaping and is interested to volunteer with the landscape committee on an informal basis to share ideas, etc. Tom hopes to meet with him in September.

Future Plans / Decisions:

--Lanai wood replacement (rear / water side): With the comprehensive project scope to replace basically all the wood (railings, column wraps, trim boards, etc.) on the rear of Lanai during the Fall, John is actively pursuing labor cost options with several contractors. He has received one bid thus far from All States and recently met with several other contractors. John's target is to have 3 bids for the board to consider within the next 2 weeks. Our desire is to start the wood replacement work as soon after Labor Day as possible since Moore Painting will still need to complete the Lanai painting contract on the rear of the building once the wood replacement project completes. Complicating these efforts is contractor work schedules are already filled for 2020. Additionally, obtaining good pressure treated wood materials is a challenge due to a nationwide shortage; even if you can get the wood, the cost is 80-100% higher than "normal".

--Maui: Earlier the board agreed the wood replacement on Maui should be addressed on an "as needed basis", not a total replacement of all the wood. The scope of wood replacement work needed on Maui has not been determined at this time. Given that and the challenges identified above on Lanai, including contractors schedules already full for 2020 and the severe shortage of pressure treated wood, the board felt the best plan now is to delay Maui until the Spring.

--Lanai awning: Earlier John advised the front trim panel on the north Lanai 3rd floor awning was tearing away; after the Tropical Storm, both the south and north end Lanai awning were further damaged. We also have the south Bermuda awning torn and the west Oahu awning completely torn off the building. We need to determine if only the damaged awning sections on Bermuda and Oahu need to be replaced or if we need to replace both awning sections on those buildings due to fabric fading inconsistencies. Phillips Signs is engaged to quote replacing the damaged awnings. The goal will be to re-use the support structure on Lanai and Bermuda; Oahu's support structure was destroyed and needs to be totally rebuilt. The board agreed not to reinstall any new awnings until after likely weather threats have ended thus pushing the replacement installs into 2021.

--Boardwalk: While considering other possible project funding needs for 2021, the board discussed the condition of the boardwalk from Aruba to Dominica. After observing the quality of lumber used on a recently completed neighboring property boardwalk project, the board agreed to defer a major replacement effort for now. Instead we will only replace boards as needed.

--South Pool: Recently, the pool tech recommended the south pool needs to be re-plastered. At the same time, the tile surround would also be replaced (we have spare tiles available). While we are still waiting on a cost estimate, the board agreed to include this project in our 2021 budget planning.

--Tennis Court: Just prior to this board meeting, an owner suggested the tennis court should be re-surfaced. Without having time to investigate the tennis court condition prior to this meeting, the board agreed to look into it but no firm action plan / decision was made at this time.

--Financial Report:

The July financial report shifted back to a positive position in the Operating funds this month due to the low volume of invoices processed. July ended with a positive monthly net amount of \$25,854 and a positive year-to-date amount of \$72,047. The Reserve Fund balance now stands at \$578,973 at the end of July.

Additional financial notes include that due to Covid-19, the pool company now performs a twice daily special cleaning at both pools; it is estimated this will add \$1100 to our pool cost for the year. We are still waiting on 1 owner each in Lanai and Cayman to reimburse for their deck carpet. The 2 new CD's have now been established, all paperwork is complete.

- Proposed Budget:** The board then finalized the planned projects for our 2021 budget:
- For the Operating fund, Paint the Dominica and Maui buildings next Spring.
- For the Reserve budget, we decided to address the following:
 - Dominica – replace the roof next Spring
 - Dominica / Maui – wood replacement in connection with above Painting projects
 - Aruba – replace the carpet on that building next Spring
 - Lanai – replace both 3rd floor awnings –complete in 2021
 - Oahu – replace awning(s)? and frame – complete in 2021
 - Bermuda – replace awning(s) – complete in 2021
 - South pool—re-plaster and replace tile – complete in Spring 2021

The board next considered 3 proposed 2021 budget options, each of which significantly increased the contribution to the Reserve funds. After discussion, the board agreed to the budget that will increase the monthly condo dues by \$30 / month. It was noted that for several years we had no dues increase; had we stepped the dues up in those years, we'd now be at or higher than the proposed condo dues amount.

Owner Topics:

--**Owner Meeting – October 3rd:** With the above project and budget decisions made, the Owner Meeting agenda was finalized. John, Carol Ann and Arlene (PKS) will work to assemble the documents needed for the Owner Meeting packages that should go out by Sept 1st.

John shared after he reached out to his Town contact for our Owner Meeting room space, it was determined our regular meeting room was not large enough to handle the board members and owners who attend in person. However, the GYM, located in the same building (west entrance) is larger and will allow enough social distance spacing for our group. John will confirm our switch to the GYM and alert the owners in the Meeting notice letter of this change.

--**Islamorada decking:** The engineer's evaluation of the deck and sub-structure of the walkway at Islamorada was provided. Before sharing this information with the Islamorada owners, the board felt Alan should weigh in and provide his assessment also.

To-Do's for 2020:

--**Dock electric panels boxes:** We will re-visit this topic again later in the year.

--**Insulation:** Charlie suggested we have the batt insulation under several buildings re-secured to keep it from falling down under the building. John will pursue this as a Fall project.

--**Town Storm Drain clearance work:** At this time, the Town of OC has not determined when / if the final phase of this work will be completed (funding issue).

Items from the floor:

--**Speed bumps:** It was recommended that additional speed bumps are needed, primarily in front of Oahu and Maui. Exactly how many and where to place them will need be determined. This project will be added to our to-do list.

With all business addressed, this meeting adjourned at 10:20 am. No date was set for our next board meeting at this time.

Respectfully submitted,
Carol Ann Bianco, Treasurer / Secretary