

HARBOUR VILLAGE PROPERTY OWNERS ASSOCIATION, Inc.
Minutes of Board Meeting. November 13th 2018

The meeting was called to order at 9:00am

Board Members Present: Marty Fernsten, John Dowding, Mike Lachman, Alan Hollandersky and Gary VanWambeke were present either in person or via teleconference thus establishing a quorum. Also present was Peter Grant, representing the Association's Management Company.

Notice of Meeting: A Meeting notice with agenda was posted in the required manner in accordance with the Association Bylaws and Florida Statute.

Approval of Agenda: Gary VanWambeke made a motion to approve the agenda. Second by John Dowding. All in favor. Agenda approved.

Approval of Minutes: Gary VanWambeke made a motion to approve the 10/16/18 minutes as presented. Second by John Dowding. All in favor. Motion approved.

Financial Report: Management presented draft financial statements as 10/31/18 showing that the Association has \$441,886.49 in cash or cash equivalents and \$434,337.52 in net assets. The budget variance (YTD \$4,210 over budget) reports were discussed and various questions answered.

Committee Reports: Maintenance –John Dowding led a discussion on the summary of work projects. After detailed talks on the wide variety of projects it was decided that the committee should present a priority list at the next meeting.

Windows & Doors: Gary VanWambeke led a lengthy discussion with Gary explaining that in early December the installation company would be on site to inspect multiple units to provide a more accurate cost analysis. The discussion included some direct owner input from the owners present. It was agreed that by the December meeting we would have all the prices and details in order to send complete information to the Owners.

Old Business: Updates

- **Entry Gates:** Installation work is completed. Remaining items included the programming and distribution of all the remote clickers, the addition of directional signs and driveway arrows and the removal (relocation if possible) of all tall shrubs or trees blocking a clear view in and out of the driveway. John Dowding made a motion authorizing Management to go ahead with these additional items. Second by Gary VanWambeke. All in favor. The motion was approved.

New Business:

- **Owner Request:**
 - Light at entry way turned towards building #1
 - Stop over trimming shrubs
 - Fix hollows along seawall
 - Remove 1 Treadmill machine (too dangerous)

After discussion on the individual items it was agreed that the Board will investigate and take these matters under advisement.

- **Budget Workshop:**

Management provided Directors with a draft budget spreadsheet for discussion purposes setting out the estimated operating costs for the Association during the 2019 fiscal year. It did not include estimated costs for some additional projects discussed during the Committee reports nor did it have a finalized Reserve study report. Treasurer Mike Lachman and Management will complete the reserve study with the addition of a couple of new line items as discussed and have a completed budget proposal for the Members at the next Board Meeting.

Next Board Meeting is on December 18th at 9:00 AM. This will be the annual budget meeting.

There being no further business before the Board, Marty Fernsten made a motion to adjourn. Second by Gary VanWambeke. All in favor. The meeting was adjourned.