

HARBOUR VILLAGE PROPERTY OWNERS ASSOCIATION, Inc.

Minutes of Board Meeting. May 15th 2018

The meeting was called to order at 9:00am

Board Members Present: Marty Fernsten, Mike Lachman, John Dowding, 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 14 days prior 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 with one addition (Insulation). Second by Marty Fernsten. All in favor. Agenda approved.

Approval of Minutes: Alan made a motion to approve the 2/20/18 minutes as amended. Second by John. All in favor. Motion approved. Mike made a motion to approve the 3/20/18 minutes. Second by John. All in favor. Motion approved. Alan made a motion to approve the 4/17/18 minutes as amended. Second by Gary. All in favor. Motion approved.

Financial Report: Management presented draft financial statements as of 4/30/18 showing that the Association has \$395,741.89 in cash or cash equivalents and \$406,305.69 in net assets. The April budget variance reports were discussed and various questions answered about the aging report. Mike suggested a prepaid line item be created in the accounts for the deposit previously paid to the termite company. The aging summary was discussed and Alan suggested cleaning up the report by refunding small overpayment credits to Owners. John made a motion to refund credits up to \$75.00. Second by Alan. All in favor. The motion was approved.

Old Business: Updates

- **Entry Gates:** Management advised that the attorney had reviewed the settlement agreement and made only 1 suggestion, in any contract with the gate company have a 1 year time limit to provide a buffer on the two year term in the settlement agreement. Mike made a motion to open discussion on the form that the gate will take. Second by Marty. All in favor. Motion approved. After extensive discussion and questions Mike made a motion to approve the Arm Gate proposal by Florida Fence (\$16,237 + electrical). Second by Gary. All in favor. Motion approved.
- **Termites:** Tenting of buildings 1 & 2 will begin on May 29th. Instructional material and special plastic bags have been provided.
- **Plumbing:** Horizontal copper piping under buildings #1 and #3 to be completed after termite tenting is done.
- **Insulation:** Management to continue getting bids for replacement of displaced insulation under buildings.
- **Parking Lot extension:** Management to continue getting bids for concrete expansion.
- **Flag Pole:** Gary suggested we relocate the flag pole to the opposite side of the driveway and attach to sign post where there is light for the flag.
- **Water Supply:** Gary instructed Management to contact the Water Department and the Villas Association to get a flush valve installed at the Villas end of the line.

Committee Reports:

Maintenance – A brief report was provided by the committee. Future reports will be have completed projects removed from list.

Exercise Room – Management provided an estimate from Looney Electric for adding an additional light switch near exterior door. \$450 to \$500. Management was instructed to get 2 additional bids as this price seemed excessive and to have the job completed at the low bid.

Windows & Doors: Mike gave a very brief overview of the first two meetings of the committee and suggested a full report to the Board may be available by the July meeting.

New Business:

- **Special Assessment:** Mike made a motion to make a special assessment of \$631.00 per unit to cover the cost of the plumbing work and termite tenting. Second by Gary. All in favor. The motion passed.

Next Board Meeting is on June 19th at 9:00 AM.

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