

650 Island Way Condominium Association
Board of Directors Meeting
Tuesday, January 25, 2022
Location: 644 Island Way, Community Room

DRAFT

All Board members attended in person: Darcy Wells, Elizabeth Eiselein, Fred Graziani. Ginger Adams, John DeFlumeri, and our Finance & Insurance consultant, Steve Naley

Also in attendance were Ameri-Tech Manager, Tim Hendrix, and Tom Plante from Right Way Elevator Co.

Darcy opened the meeting at 6pm. Introductions of all meeting attendees preceded the agenda.

Reading of the prior Budget Approval meeting minutes was waived, as all owners have received such by email. Minutes were approved and will be posted on 650 web site.

A comprehensive elevator analysis report by Right Way Elevator was reviewed by all attending owners. Many questions about 3 proposed options for renewing and replacing our elevator equipment were discussed. Participation from attending owners was excellent, and the answer to every question asked was fully explained. Regarding the payment for any elevator modification, the Association has strong cash reserves in place for this capital expense. An elevator workshop is scheduled for Tuesday, Feb 8th, 6pm, at the 644 Island Way community room. All owners are invited to attend. We will address outstanding questions, complete final review of options and hopefully, by conclusion of meeting the Board will be in a position to vote on an option and move forward accordingly.

Review of financials revealed that there are a few sizable delinquencies ongoing. Uncollected Condo Fees from 2 owners stood out; the most significant of which is \$6119.29.

It was decided that the matter will be turned over to our attorney immediately for the full collection of the deficiency and any legal fees incurred. The Association would have a lien placed on the unit to ensure that full payment is eventually received.

A "Collection Policy" will be developed for future situations.

Other Agenda items:

1. Yellow bug light bulbs will be installed for all front porch lights, along our walkways. These lights are maintained by the Association and therefore, owners may not remove or change bulbs.
2. Additional arrows will be stenciled on the parking lot to assist in traffic safety.
3. All owners are advised of their responsibility to have someone check their unoccupied units if they are out of town for an extended time. This is to prevent mold and water damage. Our rules and regulations outline the steps that should be taken if owners will be away for an extended period of time. The board urges all owners to review and comply with those rules.
4. We discussed the impact that new window installations have on the building's siding. In order to increase our supply of the existing siding for future required repairs, our siding contractor will replace the siding in the corridor surrounding and facing the first-floor elevators. The removed old siding will be stored and used after window installations as necessary so that there will be uniformity of appearance in all areas where siding has been altered or removed, such as window replacement or the removal of old storm shutters, where holes in the existing siding are present.
 1. If any new window installations or shutter removals require siding to be replaced, it will be at the Unit Owner's expense, not the Association's.

2. The original yellow siding is no longer available, but the correct color of replacement siding is, and this is how we will avoid having different looking siding in an area.
5. The in-pool light is now on a separate timer and it will remain lit from sunset to sunrise every day, for safety reasons.
6. All dog owners, and all guests who bring dogs to our community must pick up their dog waste as it occurs. Owners must also instruct their guests that there is only one area of the property on which dogs may be taken, the Northeast front lawn area by the bench. Also – guests may not bring dogs that exceed the 20-pound maximum rule.
7. A complete updating of our Condo Rules and Regulations will be getting under way in the next few weeks. Input from all residents is encouraged. Once proposed updates are completed by the Board, a Rules workshop will be scheduled. All owners are welcome to attend.
 1. One rule in particular was discussed – balcony decorations. Current rule #17 was reviewed and explained (Alteration of Common Elements). This rule will be clarified so that all owners understand that although the balconies are for the exclusive use of the unit owner, the exterior vinyl siding and balcony railings are maintained by the Association. Updated rule will clearly specify that items are not to be attached to either the vinyl siding or railings. An exception will be made for the holiday season. The primary reasons for this clarification are (1) prevention of damage to siding/balconies (2) safety – items not securely fastened may become a safety hazard and (3) overall building aesthetics.
8. Tim Hendrix will be getting us quotes for a Structural Engineering Report of the building and grounds.
9. We will be resealing and re-striping the parking lot some time this year as it has been nearly 3 years since we re-paved.

New Business and other Announcements and Questions from attending owners:

- Two of our owners (Julie Glynn and Rose Sullivan) have decided to host a poolside “new neighbor and board candidate meet and greet.” Board nominees and all owners are invited to attend at 5:30 pm on Feb. 10th.
- Residents asked how a mid-term vacancy on the Board of Directors is filled. Per our By-Laws (Section IV.1.c): “...vacancies in the Board of Directors occurring between annual meetings of the members shall be filled by the remaining Directors.” This requires a majority vote of the remaining board members (3 or more votes).
- A resident asked for a complete list of unit owners, with names and unit numbers. Our management company will provide this to any owner who wants one, but without phone numbers or email addresses, due to privacy issues. All board members agreed to have their contact information (email and phone) added to our website.
- A resident requested that all pool servicing be conducted by 9am, rather than midday. We will advise our pool maintenance people of this request, though we are not able to control their schedule.
- A resident noted that the staircases need continuous cleaning, and mentioned that there is spilled coffee stains on one staircase. The board agrees, and will address this situation with our maintenance company.

Meeting adjourned at 7:45 pm