

Board Meeting Minutes

April 22, 2017

Executive Session (Morning) Attendees: Leon, Tim, Margaret, Steve, Rick

Ocean Side Maintenance Proposal

Tim from DR Moore went over their proposal and quote

- Repair Balcony Concrete and Rebar
- Install Flashing to help fight effects of Wind Driven Rain into Firestacks and owner closets
- If we move forward on this, Sep/Oct is likely start for approx. 6 week period
- One stack at a time would be affected
- Materials come with a 5 year warranty (additional 5 year warranty if 2 coat are applied)
- Labor – 2 year warranty

Balcony Concrete Responsibility

- From this point forward, HOA will be responsible for concrete/rebar repair
- Owner will be responsible for removal and reinstallation of any floor covering
- Building and Grounds Committee will determine guidelines / suggestions for floor coverings
- General Guidance: Tile is discouraged. Gluing of Carpet is also discouraged

Other Building and Grounds

- Discussion around Chimneys and reports of mold in fire stack walls – will probably need to wait
- Rules will be revised to become current and reflect No Smoking Policy

HOA Delinquent Dues

- 2 Units are behind on dues. Both have a schedule to become current

Property Management

- Current Contract with MPM expires at end of 2018
- Attorney to verify proper licensing

Other Actions

- Electronic Voting Guiding Principles formally adopted – Time made motion / seconded by Leon / all voted in the affirmative
- Finance Committee Guiding Principles formally adopted – Tim made motion / seconded by Steve / all voted in the affirmative

Other Topics of Discussion

- Website Progress
- Bylaws Update Progress
- Alternate Board Members

Regular Session (Afternoon) Attendees: Leon, Tim, Margaret, Steve, Rick, Tammy, Terry, Cliff (via phone), Jean Kopcha, Stephanie Anziano

Building / Grounds

Light Project

- Margaret reported that the light replacement project is complete.

Area between Indoor Pool and Dunes

- Margaret reported that work will begin on May 11 for 2 days. It will consist of a more beach natural area with some foliage that is more rugged for the beach environment.

Common Area Doors (Lobby / Pool)

- Steve explained the current door situation and the budgetary requirements to address them. We will need to address them as time/money permits. We also saw the problem that Steve mentioned inaction after the meeting on a walk through. Steve is getting a quote on door replacements that satisfy our requirements / needs.
- Discussion around South Lobby keyless lock led to the conclusion that a replacement for it was justified. It is estimated to be less than \$800 to address. **[Update: Approved and installed]**

Parking

- Steve led the discussion on the Parking Committee's recommendations. Each item was discussed. Some modifications were made and will be published in a separate document. One item of note is that there is special signage needed in order to enforce towing.
- We thank the Parking Committee for their work.
- The remaining task is to have a definition of "over sized" vehicles as we want to discourage these vehicles from parking at the base of the building.
- The need for re-sealing the lots has been noted. Hopefully, it can be addressed in our maintenance budget.

Indoor Pool HVAC

- Steve reported that he has researched this topic extensively. The heater that was there has been removed since it was an eye sore. As one would expect, there is a humidity issue with indoor pools. This has led to ongoing series of replacing heaters over the years like many other properties. A new heater will be needed to make the indoor pool usable in the off season, but the humidity is also a factor to be dealt with. Airflow in this area is also needed to deal with humidity. The traditional heater replacement is about 10k. A more robust system that is rated to deal with this marine environment is approx. 45k.
- This needs to be addressed at the latest in the fall. Further discussion has been tabled until the next meeting.

Oceanside Balcony Repair / Sealing

- An inspection of the ocean side of the building was completed last year. D. R. Moore provided an inspection and quote at that time. Although that quote has expired, Tim from D. R. Moore reviewed the inspection and quote with the board.
- See the associated Executive Session (Morning) Minutes from April 22, 2017 for further details.
- Estimated costs for repairs / sealing / treatment are approx. 140k.

Finance

Financial Overview

- Finance Committee reports that we are currently under budget. Our budget fluctuates from month to month to account for seasonality. So, this is great news.
- The Finance Committee recommended a transfer of funds from our operational budget to the Virtus account (Reserves). This account is now at \$268,826 as of April 4, 2017. We expect this to grow for the remainder of the year.
- Budgeting for Predictable Large Scale Projects
- Steve reviewed the spreadsheet developed by Cliff for long-term predictable projects and found no glaring deficiencies.
- The ocean side building work mentioned above is an example of these long-term large scale projects that are expected on an ongoing basis with a beachfront property.
- In order for this to work for the HOA, discipline needs to be practiced in use of these funds.

Communication

Newsletter

- Margaret reported that the owner newsletter has a new name – The Crabby Chronicle. Many owners came up with creative suggestions, but this one seemed to stick.
- The 2nd newsletter came out just recently with an article from Rick on “Change Over Day”.
- The board thanks the newsletter committee for their work on enhancing owner communication

Website

- Margaret reported that she has researched options such as “NextDoor.com”. However, it will not allow us to use our domain name and each owner would need to sign up for an account.

- Margaret plans to investigate hiring some local talent to develop a simple but effective website to satisfy the requirements for the HOA based website. Board will then consider funding.

Internet / TV

- Our current Internet provider (Contract Data) understands that there is much higher demand for throughput and would like to upgrade our current connection to fiber for approx. \$700/year for the next three years. **The board approved this change and should take place sometime in May.**
- Spectrum (formerly Time Warner Cable) was also considered. However, there is a need for us to upgrade the cabling through out the building and each unit would have a box for wired and WiFi connections.
- Margaret also reached out to the owners via email to inquire who still has a traditional landline in their unit. If a significant number of owners do not utilize the traditional land lines, the old cabling could be cleared out and the conduit re-used for rewiring (and to also reduce interference).
- All TV providers are moving to all-digital. Traditional analog signals have been eliminated from public airwaves for some time now. TV providers are now providing all digital options going forward. Essentially, Spectrum is our only choice here. Spectrum at some point will no longer support any TV to take a signal from traditional cable coaxial cable for programming. In other words, each TV in your unit will need some type of box. Originally, each unit had 2 access points for cable TV. If you have more than 2 TVs in your unit connected to cable currently, you will need to obtain a box for the other TVs. More information is forthcoming. This is not expected to happen until the fall.

Governance

By Laws

- As reported at the HOA meeting in October, there was some dispute around the current set of by laws recorded officially and the by laws that were passed by earlier votes of the HOA. Leon reported that the proper paperwork was processed and has been recorded properly.
- There were a number of suggestions at the HOA meeting in October surrounding ideas on by law changes. These ideas are currently being considered and formulated for voting.

Rules / Regulations

- A tertiary review of the Rules of Waterpointe I showed that we need to modestly revise the document. Leon will take the lead on this and present revised rules for approval by the Board
- Rick asked that a clarification of the Pet policy also be included in the rules.

Guiding Principles

- Instead of "Policies", the board has adopted "Guiding Principles" for several items. Policies are often difficult to change.
- Electronic Voting – Guiding Principles for Electronic Election and Electronic voting and polling was adopted unanimously during the Executive Session on April 22, 2017
- Financial Committee Purpose - Guiding Principles for the Finance Committee was adopted unanimously during the Executive Session on April 22, 2017