

SHEARWATER CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
JANUARY 16, 2006

PRESENT: Jim Behrens, Vice-President
Marc Hayes, Secretary
Jim Nunneley, Director/Grounds & Landscape Committee Chairperson
Jay Harrison, Director/Website Coordinator
Shaila Aery, Director

MEMBERS ABSENT: Steve Snyder, President
Harvey Paskin, Treasurer

ALSO PRESENT: Michael Yarman, Architectural Committee Chairperson, Unit 1A
Fern and Ian Sargent, Unit 7B2
Don Kadonoff, Unit 16A
Patricia and Dixie Duvall, Unit 7A1
Rainette Bannon, Unit 4A2
Wendy Tsai, Unit 8A2
Donna Fox, Unit 8A3
Dennis Sesplankis, Brodie Management
Sherri Kennedy, Recording Secretary

Jim Behrens, Vice-President, called the Board Meeting of the Shearwater Condominium Association to order at 7:00 P.M. The meeting was held at the Shearwater Clubhouse.

MINUTES:

- Jay Harrison moved to approve the November 21, 2005 Board meeting minutes as amended. Marc Hayes seconded the motion and it carried unanimously.

SHORELINE PROPOSAL DISCUSSION:

- John Flood with Flood Brothers Marine Consultants, Inc. was present to discuss the proposal submitted to restore the eroding shoreline behind Buildings 7 and 8. Mr. Flood explained that the buffer management program would involve staking and securing of biodegradable, quarafiber coconut logs, placing sand behind the logs and then installing plantings. Mr. Flood indicated that proposals must be obtained for this project and he estimated cost for this program to be approximately \$40,000.00. Prior to the commencement of work several permits must be obtained. Once the plans and applications have been submitted a date will be scheduled for the port of wardens hearing. Once the notification is received, certain neighboring waterfront owners will need to be notified by certified mail. When both the state and federal port wardens are obtained, a city building permit must be applied for and will be a fee of \$50.00. Jay Harrison moved to initiate the permit process. Marc Hayes seconded the motion and it carried unanimously.

PRESIDENT'S REPORT – Steve Snyder:

- No Report submitted

TREASURER'S REPORT – Harvey Paskin (See Attached Report):

- See attached report to include: Budget Status as of 12/31/05.
- Jay Harrison moved to accept the Treasurer's Report. Marc Hayes seconded the motion and it carried unanimously.

DRAIN CLEANING DISCUSSION:

- Don Kadonoff was present to provide a clear and visual explanation of building drainage. Don Kadonoff explained that there are three areas of concern: the condensate line, the HOT WATER HEATER drain pan and the main drainage line located in each of the terrace units. All of these lines should be cleaned annually. Don Kadonoff further explained that the cleaning of the condensate line should be included in any individual service contract; however the drain pan will need to be cleaned by a plumber. Don Kadonoff stressed the importance of cleaning the main

drain line and he recommended that this service be performed annually at the cost to be born by the Association as a preventative measure to help minimize the possibility of a drainage back-up. The estimated cost for this service would probably be about \$50.00 per terrace unit for a total annual cost of approximately \$600.00. Jay Harrison moved to hire a plumber to clean the main drain pipes in each of the terrace units. Marc Hayes seconded the motion and it carried unanimously. A letter will be sent to all homeowners reminding them of the importance of cleaning the condensate line drains and the drain pans.

MANAGEMENT REPORT – Dennis Sesplankis (See Attached Report):

- See attached report.
- Jim Nunneley noted that the percentage of renters in the community seems to be growing. This is important because at some point mortgage companies will refuse to underwrite new mortgages if the number of rental units in the community is too high.

COMMITTEE REPORTS

Marina Committee – Jim Bausell (See Attached Report)

- See attached Dockmaster Report.
- A policy must be developed and adopted to determine when the bubblers should be utilized. It was recommended that the bubblers be turned on when the ice thickness is __”. Jim Behrens will speak to Jim Bausell about developing a policy.

Grounds and Landscape Committee Report – Jim Nunneley (See Attached Report)

- See attached report.
- Bartlett Tree was on site for three days performing tree pruning. This was an unbudgeted service at a cost of \$1,800.00 per day for a crew of three.
- Jim Behrens spoke to the neighbor regarding the removal of the large decaying tree near building four. The neighbor will further evaluate the tree in the spring and solicit estimates to have the tree removed.

Architectural Committee – Michael Yerman

- 13A2 – A request was submitted to change the unit windows. Request was approved.
- 14A – A request was submitted to remove the unit slider and replace it with a smaller slider. This request was approved due to the location OF THE SLIDER WHICH IS NOT VISIBLE FROM THE OUTSIDE..
- 13B2 – The Architectural Committee has inspected the unit and has noted the modifications made to the security storm door; however it is still not in compliance. The Architectural Committee has determined that the door must be removed since the door can not be brought into compliance. A letter will be forwarded to the homeowner indicating that the security storm door must be removed within 15 days. If the homeowner does not comply the fining process will begin.

Pool and Activities Committee – Pat Duvall

- No report provided – Pool closed for the season.

OLD BUSINESS:

- No business to discuss.

NEW BUSINESS:

- Rainette Bannon, unit 4A2 – Unit owner requested a determination on the responsibility of deck maintenance. Her decks are in poor shape and should be replaced. This item will be placed back on the agenda for further research on suitable replacement options.
- Corporate Services Contract – A contract was submitted for the 2006 season. Jim Nunneley will draft a clause to incorporate specific days into the proposed contract and forward to Brodie Management and Corporate Services. Corporate Services will submit a revised contract FOR APPROVAL AND SIGNATURE..

NEXT BOARD MEETING:

The next Board of Directors meeting is scheduled for Monday, February 20, 2006.

ADJOURNMENT:

With no further business to discuss, Jay Harrison moved to adjourn the meeting. Shaila Aery seconded the motion and it carried unanimously. The meeting was adjourned at 8:00 P.M.

Respectfully Submitted,

Approved: _____

Sherri Kennedy, Recording Secretary

Date: _____