

SHEARWATER CONDOMINIUM ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
NOVEMBER 17, 2008

PRESENT: Jay Harrison, President/Website Coordinator
Fern Sargent, Vice-President
Harvey Paskin, Treasurer
Pat Duvall, Director
Ron Faulkner, Director

MEMBERS ABSENT: Tina Ligon, Secretary/Pool Committee Chairperson
Jim Behrens, Director

ALSO PRESENT: Scott Ligon, Unit 3A, Dockmaster
Mark Moran, Unit 10, Grounds & Landscape Committee Chairperson
Phil Hatchard, Unit 13B1, Architectural Committee Chairperson
Janet Mahoney, Unit 14A1
Linda Pahunski, Unit 13A3
Peter Gavian, Unit 12B3
Skip Smith, Unit 5B1
Carol Schaaake, Unit 1A3
Shirl Nelson, Unit 15B2
Milton McMahan, Unit 1A1
Heather Gummel, Brodie Management
Sherri Kennedy, Recording Secretary

Jay Harrison, President, called the Board Meeting of the Shearwater Condominium Association to order at 7:02 P.M. The meeting was held at the Shearwater Clubhouse.

MINUTES:

- Fern Sargent moved to approve the September 15, 2008 Board of Directors meeting minutes as amended. Harvey Paskin seconded the motion and the vote carried unanimously.

PRESIDENT'S REPORT – Jay Harrison:

- Reported that the deck repairs have begun. The commencement was somewhat hampered by the weather and material issues.
- Thanked Harvey Paskin for his role in the day to day management of the project. Four decks have been completed.
- Siding replacement is another ongoing project. The goal is to have all bad siding replaced before the next painting cycle.

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

- See attached report.
- The real issues surround the Reserve Account. The Association started the year with \$200,000.00 and have budgeted \$157,000.00 for the year. It was explained that the deck inspections occurred last February and that 11 decks were identified as requiring total replacement and the other repairs were submitted on a square footage basis. The proposal submitted was to replace 11 decks and make the necessary repairs to the other decks as noted for \$116,400.00. The proposal was revised to replace 19 decks and to phase in total community deck replacement. Powerwashing and sealing all decks is included with the deck replacement contract and will be scheduled in the spring.
- There is a cost of \$8,100.00 to have the gutter guards removed and cleared. Gutter extensions to be added to drain into the downspouts rather than draining onto the flat roofs.
- Additional costs: siding repairs will probably cost about \$9,000.00, replacement of the air conditioner at the clubhouse is \$7,000.00, and powerwashing of the awnings, stairwells and ties will cost \$4,200.00.
- The total Reserve account expenses will be approximately \$144,000.00.
- The Operating Budget is fine. The Association is spending as much as taken in.

MANAGEMENT REPORT – Heather Gummel (See Attached Report)

- See attached report.
- Proposals were received from three contractors to clean the gutters one more time. RJ Construction and Corporate Services will be asked to provide a cost for tri-annual gutter cleaning. A decision will be made via e-mail.
- Due to recent vandalism at the clubhouse, a new lock will be installed and homeowners will need to contact Brodie Management for a key when they wish to use the clubhouse. New chairs need to be purchased for the clubhouse.
- Fern Sargent moved to accept the contract submitted by Novex Pest Control for the annual termite inspection. Harvey Paskin seconded the motion and it carried unanimously.

COMMITTEE REPORTS:

Marina Committee – Scott Ligon (See Attached Report)

- See attached report.

Grounds and Landscape Committee Report – Mark Moran (See Attached Report)

- See attached report.

Architectural Committee – Phil Hatchard

- There is no activity to report.

Pool and Activities Committee – Tina Ligon

- There is a leak into the office area caused by the shower in the women’s bathroom. A work order will be issued.

OLD BUSINESS:

- Clubhouse air conditioner replacement was deferred until the spring.

NEW BUSINESS:

- Discussion ensued concerning insurance claim responsibility. It was reported that the only time homeowners can be made responsible for an insurance claim is if the act is considered willful negligence. Harvey Paskin will contact the Association’s attorney, Mr. Sussman, for an opinion as to whether the lack of providing emergency contact information is considered willful negligence.
- The Architectural Committee will perform an inspection to determine if large planters on landings are considered a safety hazard.
- Milton McMahan, Unit 1A1 – he will need to have his electrical panel replaced and he was wondering if the Board would solicit proposals on behalf of the homeowners for a reduced cost. The Board does not feel that they will be able to control this method. It was explained that if homeowners are experiencing problems with their breaker that the face plate can be pulled off to look for aluminum which can cause corrosion. Information concerning this matter will be placed on the website.
- John will inspect the deck at unit 7B3. Pat Duvall has the key to the unit.
- There was a comment on how nice the newsletter was, especially the list of service contractors.

NEXT BOARD MEETING:

The next Board of Directors meeting is scheduled for Monday, January 19, 2009 at 7:00 p.m.

ADJOURNMENT:

With no further business to discuss, Pat Duvall moved to adjourn the meeting. Fern Sargent seconded the motion and it carried unanimously. The meeting was adjourned at 8:10 P.M and the Board proceeded into Executive Session.

Respectfully Submitted,

Sherri Kennedy, Recording Secretary

Approved: _____

Date: _____