

HARBOUR ISLE EAST
BOARD OF DIRECTORS MINUTES
August 27, 2007 MEETING

The meeting was called to order at 6:00 p.m. in the HIE clubhouse by President Tutt. Present were Karl Tutt, John Murphy, Bob Schuessler, Allen Hunter (Manager), Maria Lassiter (Administrator) and Annette Sanniota (Bristol Management). Absent: Lee Lassiter

President Tutt introduced Jim Swarbrick, Securitas Site Manager and Cindy Stompanato, Site Supervisor. There had been some concerns relative to the quality of services provided by Securitas and Allen Hunter and John Murphy had met with Jim earlier this month. Mr. Swarbrick reported since their meeting, he had developed an Action Plan which begins with identifying strengths and weaknesses of existing guards. In two weeks, Mr. Swarbrick replaced 5 security guards. His new Action plan also includes double training which is paid for by Securitas. Monthly training is on the agenda for guards on a regular basis. Mr. Swarbrick also reported he plans to increase his surprise visits on the property from 4-5 times per week to about 7 times per week. He also intends to have an "Officer of the Month" honor and offer ribbons and other incentives. He apologized for being away from the property for approximately 5 weeks due to an illness and assured the Board he and Securitas want to service Harbour Isle East. The Board thanked him and offered weekly updated owner/renter rosters per their request.

Bob Schuessler read the minutes of the July 30, 2007 meeting. Motion to approve as submitted made by John Murphy, seconded by Karl Tutt, unanimously approved.

Mr. Tutt excused Lee Lassiter for his absence during the Treasurer's Report in that Mr. Lassiter was saving the Association almost \$1000 by operating a lift to expedite bee hive removal from Bldg. 3. Mr. Schuessler gave the Treasurer's report indicating \$149,345.00 in income for the month which included an insurance refund of \$35,998.00 and expenses of \$118,000.00 which left a year to date surplus of \$44,400.00. A Motion to accept the Treasurer's Report made by John Murphy and seconded by Karl Tutt, passed unanimously.

V. New Business

a. New windshield decals: Allen reported new decals without any Harbour Isle identifications have been ordered and are being installed to residents' windshields. These decals will not label HIE residents when off the property and will act as an added security measure.

b. Dual Use Barcode East and West: Allen reported the ability to have only one barcode if a resident owns a unit on both the east and west. We currently have the capability to program one barcode to work both sides.

c. Discontinue use of swipe card reader September 10: The swipe card reader at the gatehouse for purpose of entry onto the property will no longer be functional after September 10. The swipe cards will still be in use however for entry into the clubhouse.

d. Collection Procedure: Allen Hunter reported a change in FL statutes that attorney cannot collect prior to 45 days. Example, maintenance assessments due on the first, late on the 2nd, courtesy letter sent on the 10th, 2nd letter around the 25th with a \$25 penalty, 3rd letter from attorney. It was also noted that foreclosure proceedings would have to commence after another 45 day period.

VI. a. New Gate entry signage: John Murphy moved to approve the purchase of two signs for the entry gate indicating photo ID required and vehicles subject to tow for an approximate cost of \$790, seconded by Karl Tutt, passed unanimously.

b. Bee removal #3: Allen reported the hive located in Bldg. 3 was in the process of being removed under the direction of a bee keeper. All necessary repairs will be made.

c. Drainage holes at second floor, all buildings: Allen advised the Board the project will begin on August 28 Gator Concrete has been contracted the price is \$330.00 per building. The holes will be placed at the low points on the walkways to eliminate ponding and protect the integrity of the concrete.

d. Weed control at mitigation area: Allen reported the PMA is responsible for this area, Haupt Roberts should start this week to clean out the preserve area.

VII. Open Forum

Owners present discussed several items including building paint recommendation at some point in the future, electric usage question and Board answered a 75% savings on electric costs is slated with the recent change from 60 watt to 11 watt fluorescents (project underway). The roof repairs almost completed with questionable areas located by inspections from the attic side in during a heavy rain storm. Maria reported 3 mats missing in front of 3 elevators which management will be replacing.

VIII. Motion by John Murphy to adjourn, 2nd by Bob Schuessler, and the meeting was adjourned at 7:07 p.m.