

Harbour Isle at Hutchinson Island
East Condominium Association

Board of Directors Meeting Minutes
January 25, 2008 @ 4:30 pm
Location: Harbour Isle East Clubhouse

Meeting called to order by President Karl Tutt - at 4:30 pm.

Roll Call: Present were John Murphy, Lee Lassiter, Karl Tutt, Robert Schuessler and Gary Whigham. Also in attendance were Manager, Annette Sanniota and Administrative Assistant, Maria Lassiter representing Bristol Management. Those present represented a quorum.

Motion to waive the reading and accept as presented the minutes of the October 29, 2007 and the November 19, 2007 was made by Lee Lassiter and seconded by John Murphy, and passed unanimously.

Item L. on the agenda was discussed first and JM moved that pursuant to the IRS Revenue Ruling 70-604 to avoid the surplus from becoming taxable as reported from our CPA conducting our audit that we apply the 2007 surplus to the 2008 budget. Motion was seconded by Gary Whigham and passed unanimously.

A. Finalize Bench Project:

After much discussion relative to the material to use under the benches, either concrete or pavers, Lee Lassiter moved we proceed with concrete pads for the benches, seconded by John Murphy. Karl Tutt, Lee Lassiter, John Murphy, Robert Schuessler voted for and Gary Whigham voted against.

B. Approve 2 Additional Walkway Areas:

Robert Schuessler moved we approve concrete walkways in the area going to the Storage Garage corridor and the side entrance to the clubhouse, seconded by Karl Tutt and passed unanimously. The Board agreed to utilize D & M Concrete for both the bench pads and the walkways.

C. Fire Alarm Preventative Maintenance Contract:

Karl Tutt moved the approval of the quarterly and annual maintenance contract with Metro Fire Sprinkler Services, Inc., seconded by Lee Lassiter and passed unanimously.

D. Palm Coast Pest Control Contract:

The TruGreen contract was cancelled in December 2007 and Palm Coast Pest Control has been doing an aggressive job of fertilizing and pest control for the lawn. John Murphy moved we accept the contract and Robert Schuessler seconded, motion passed unanimously.

E. Speed Bump Strip and Bollard at Gate:

The Speed bump which was to be placed at the entrance of building 10 coming in immediately following the gate was tabled so that additional information could be obtained. Lee Lassiter moved we purchase the bollard for installation between the two gates to prevent unauthorized entry, seconded by Karl Tutt, and passed unanimously.

F. Tree Trimming:

Since we are awaiting a third bidder, Lee Lassiter moved we accept a tree trimming proposal (contractor to be determined later) at a cost not to exceed \$3500, seconded by Gary Whigham and passed unanimously.

G. Hard Surface Flooring:

John Murphy requested management obtain an attorney opinion on the subject of hard surface flooring requirements in a high rise building.

H. Increase Credit Limit on Bankcard:

Lee Lassiter moved we increase the credit limit from \$500 to \$1000, seconded by Karl Tutt. Motion passed unanimously.

I. Approve Engineer Proposal for Building 38 Truss Review:

Gary Whigham moved we retain the services of structural engineer, A.T. Designs at a cost not to exceed \$1000 for the purpose of inspecting and preparing repair methodologies for Building 38 truss repair, seconded by Karl Tutt, passed unanimously.

J. Approve Cleaning Contract for Common Areas:

Lee Lassiter moved we approve the cleaning contract from Lisa Perez cleaning for the clubhouse, exercise room and windows, seconded by Gary Whigham. Motion passed unanimously.

K. Banking Options for Operating and Reserve Account:

The Board will establish a Finance Committee to review and report to the Board. John Murphy will report his findings to the Board.

Adjournment: There being no further business brought before the Board, motion to adjourn by Karl Tutt and seconded by Lee Lassiter. The meeting adjourned at 5:56 p.m.

Respectfully submitted,

Annette Sanniota, LCAM
For and on Behalf of the Board of Directors