

**SUMMER HOUSE
HILTON HEAD ISLAND
CONDOMINIUM ASSOCIATION, INC.**

Board Meeting Date: Thursday, February 16, 2017

Board of Directors Meeting Minutes

Attendance:

Board Members: Richard Schulman, James Kroll, Fernando Fiumara, Shelley Dehne and Jamie Bastian

Homeowner: Keith Josefiak

Discussion with Homeowner:

The homeowner's request for a conference with the Board of Directors states that this is the topic to be discussed. *Unit Owners' responsibility to other Units regarding damage, HO-6 policies, AIMs responsibilities regarding Rental units.*

The President addressed these concerns. *The reason the bi-laws were changed to require homeowners to have HO6 policies was to insure that, if they had damage, they have insurance coverage. The Board has no responsibility between homeowners that have a problem. We're only responsible if something within the building that's a common area causes a problem. But if the problem was caused between two homeowners, that's between them.*

Homeowner states that *he damaged an AIM rental and was damaged by an AIM rental. The rental above me finally rented and the AC was turned to a proper temperature it defrosted and dumped water into my unit. I had water damage down to the studs. AIM said that it was my responsibility to repair my unit. I agreed and I accepted it. In June 2016, my toilet's wax ring went and I hired Butler Plumber to replace it quickly but it damaged the unit below me. On 7/2/16, AIM sends me a bill for \$320 to repair the ceiling in that bathroom. I want to know what's fair. It leaked again and on 12/6/16, so I hired Butler Plumber and fixed it again and I receive another bill for \$110.*

The President replied: *First of all, the person underneath of you has insurance. If their deductible doesn't cover it, then they either pay for it themselves or they sue you, so we have nothing to do with it; similarly with the guy upstairs of you. You have damage, if your insurance company doesn't pay for it, you would have to pay for it or sue the guy who owns it.*

Homeowner: *Thank you very much, you've given me direction.*

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Meeting commenced at (Time: 3:25 PM)

Voting:

- ✓ A motion was made to approve the minutes from the January meeting. Approved by all.

Discussion:

Action & Priority Sheet

1. Filing of Master Deed – We’re waiting for a packet from our attorney to distribute to the homeowners. **New Action: Send out package to homeowners on the amendment once we receive it from our attorney.**
 2. Light in Dumpster Area – Done. Remove from list.
 3. Defense contractors’ reports – Done. Remove from list.
 4. E Bldg drainage and rock path – Done. Remove from list.
 5. Status of bills from storm damage – Bartlett is the only bill not paid. They are reviewing the dates that are being disputed and will get back to AIM.
 6. Tree Maintenance Plan – AIM spoke with the references for Foreman Hills Farms and feels they would be a good asset. Especially considering their layout of how they’ll meet with AIM and the information that they will be providing. There is a contract that provides a 30 day termination at any time. The current contract has a 30 day out also so AIM will notify them of termination and begin the contract with Foreman Hills Farms. **New Action: AIM is going to terminate the current landscaper and start Foreman Hills as the new landscape contractor. Tree Maintenance Plan is not expected for 4 – 5 months for the 2018 Budget.**
 7. New Fountain light – Done. Remove from list.
 8. Pool Monitor – AIM will have something to present to the board at the next meeting.
 9. Settlement and Litigation paperwork – Our attorney will be sending the dismissal from the court and that’s all that is needed to remove this action item.
 10. Parking passes – Ongoing.
- Additional Action Items**
11. The insurance premium is financed and the APR is 6% which is the lowest rate AIM could get. The total amount financed is \$102,889.94 and the finance charge is \$2,584.99.

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However, we could be saving the almost \$3,000 because we have the money in the Reserves. We would take around \$100,000 from the CDARS account. AIM will contact Coastal States Bank and ask them what would be the penalty if we cashed in one of the 13 week CDs right now. If it's only a few hundred, we can cash in the CD and pay off the insurance. Then take the other \$150,000 and put it in our CDARS SWEEP account and when that gets back to \$250,000 we'll buy another CD. **New Action: AIM will find out what the penalty is to cash in one of the 13 week CDs and then present to the board a plan via email to cash in the CD and payoff the insurance saving approximately \$3,000.**

12. AIM got in touch with Elite Lighting Company. AIM does a light audit and then purchases LED light bulbs and pay taxes, shipping, etc. Elite Lighting gave AIM a plan according to what was ordered last year. This will get us through the entire year. Some of the bulbs that have not been replaced yet are not LED. Approximately half have been replaced and the plan would replace the other half which would save approximately \$200. It can be paid out of Site. **New Action: AIM to purchase the LED bulbs and replace all bulbs that are not LED.**
13. Power Washing – To be done in the Spring by The Cleaning Solution. **New Action: AIM to give the contract, once the window washing is changed and the date being done is included, to The Cleaning Solution for power washing of the buildings and garages.**
14. Preparation for the Annual Meeting - **New Action: AIM to decide on and order food and rent chairs.**

Asset Account

1. Two lines need to be added under Total Cash. Total Cash is showing that there is more than \$5,000,000 and that's really two distinctively different amounts. First Line should be Lawsuit Funds and should be all CDARS totals (this month that total is \$4,130,426) and the second line should be Funds without Lawsuit total (this month that total is \$1,013,353).

Reserve Account

1. Everything looks good.

Variance Report

1. 3000 Income -
30020 Association Assessment Unit has a negative variance because of the following:
A homeowner is delinquent in the amount of \$1,324.80 including \$300 in late fees. He is not responding to any form of communication. **The Board has advised AIM to have our attorney write him a letter.**
Another owner states that she was not receiving her statements through email so AIM

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printed them all out and sent her everything. She stated that she would pay the balance minus all of the late fees. She owes \$1,717.10, approximately 7 months and includes late fees of \$550. She's been getting late fees since June 2015. The owner has requested that the late fees be waived and she will pay what she owes. **The Board has directed AIM to have our attorney contact this owner**

2. 40000 General and Admin

40030 Bank Charges

This line needs removed and the amount put under Professional Fees.

A motion to close the meeting was seconded at 4:52pm.