

Harbor Island Board Meeting Minutes  
Tuesday, June 14, 2016  
The CAM Team Conference Room

Present: George Robertson, Damon Heemstra, Larry Gress, Norbert Wann, Carlos Berrios, and Liane Barkley; Kathy Melton represented The CAM Team.

Excused: Todd Murphy

Homeowners Present: None

Meeting called to order at 6:32 p.m. by President, George Robertson.

**Financials:**

The financials for May were emailed to the Board in advance of the meeting. The balances as of May 31, 2016 were:

Operating Account	\$42,019.72
Money Market Account	<u>\$22,861.89</u>
Total Funds	\$64,881.61

Collection letters were sent on April 11<sup>th</sup>, and statements were sent on May 12<sup>th</sup>. To date, 93% of assessments have been collected. Currently, there are six bank foreclosures, with three of the properties in bankruptcy. There have been five new owners since the April meeting.

The June 2016 Collection Tracker was reviewed. Damon Heemstra made a motion to approve the requested actions to file twelve (12) notices of intent to lien and one (1) lien. George seconded. None opposed. The attorney will be consulted to see whether a new notice of intent to lien should be sent to a homeowner instead of filing a lien.

Damon Heemstra provided a spreadsheet to Board members detailing expenditures by budget category. The Association is in good shape as only 32.4% has been spent to date versus 42% according to the budget spending plan. One category, Tax Return, is over budget because the cost of tax preparation increased. George made a motion to transfer \$20.00 from Miscellaneous to zero out the category. Liane Barkley seconded. None opposed and the motion carried.

**Minutes:**

The minutes from the April 12, 2016 Board meeting were approved as written. Larry Gress certified and signed the minutes. A draft copy of the minutes from tonight's meeting will be posted on the website as soon as possible.

An updated violation tracker was provided to the Board and was discussed. A motion was made by George to send five violations to the attorney for further action. Larry seconded. None opposed and the motion carried.

An updated ARB Tracker was provided to the Board. There are no outstanding requests.

**Old Business:**

The verbiage of the violation letters has been changed. A new introductory paragraph was added to the Friendly Reminder letter and the Board unanimously approved the change. Additional changes were made per the Board’s request at the April meeting.

The wooden fence has been replaced in the park. A quote was received from Claude with Specialty Fence to seal the fence - \$1,400.00. After discussion, the matter was tabled. The aluminum fence has also been repaired.

A brief recap of the Annual Meeting was given. The Board discussed basketball goals on the streets. A letter has been sent to the homeowner who has a broken basketball goal lying adjacent to the driveway. Clay County Public Works has been contacted to see what qualifies a road for resurfacing. In addition, a list will be compiled of street signs that need straightening and/or repairs.

**New Business**

An insurance inspection report was received highlighting two issues that must be corrected:

- The sidewalk at 1905 Harbor Island is a trip hazard. This has already been reported to Clay County Public Works.
- The fall base medium at the base of the playground equipment is not up to requirements. George provided information on several materials that could be used. Playground mulch is the least expensive alternative. Three quotes will be requested.

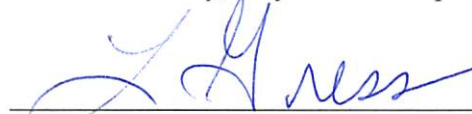
The Board discussed positions for the next year. The 2016-2017 officers are:

George Robertson	President
Todd Murphy	Vice-President
Damon Heemstra	Treasurer
Larry Gress	Secretary
Norbert Wann	ARB
Carlos Berrios	ARB
Liane Barkley	ARB

An Agreement to Serve document was presented as the Code of Conduct for the Board (per the ByLaws). Concern was expressed as to how the document could be enforced. Neither Florida Statute nor the Association’s documents provide a means of enforcement. A motion was made by Liane to adopt the Agreement to Serve as the Code of Conduct for the Board. George seconded. The motion passed with five votes in favor; Norbert Wann abstained.

Damon will select the Yard of the Month winner for July.

All business being completed, the meeting was adjourned at 7:43 p.m. The next meeting will be held on Tuesday, July 5<sup>th</sup> at 6:30 pm.

  
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 Signature

7/12/16  
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 Date