

Islandview Condominium Association  
Annual Meeting Minutes  
March 14 2016

**A. Call to Order** - The meeting was called to order at 7:00pm by President, Steve Laskey.

**B. Greeting and introduction of Board members**

1. Present: Jennifer Afonica, Richard Betway, Mary Chapman, Faith Cookson, Steve Laskey, Cindy Parkhurst, Dave Socall.  
Absent: None

**C. Submission of proxies and establish quorum**

1. 18 in attendance, 8 proxies - total 26

**D. 2015 Annual Meeting minutes** – Secretary, Cindy Parkhurst

1. A summary of the March 18, 2015 minutes was reviewed. Motion made and seconded to accept Minutes; Minutes accepted.

**E. Financial Report** - Treasurer, Jennifer Afonica

1. Co-owners were provided copies of the receivables/disbursements ledger, the current account balances, the actual 2015 operating budget, and the projected 2016 operating budget.
  - The Association's accounting data (bank statements, check register, check stubs, savings books) were also made available for review.
  - It was noted that the Association's books are available upon request by any Co-owner at a reasonable time. Co-owner asked for clarification of a “reasonable time”. Jennifer suggested that before 10:00pm would be reasonable, but any Co-owner interested in viewing the financial books can call her to set up an appointment.
4. Motion made, and seconded to accept the Financial Report; Financial Report accepted.

**F. Old Business**

1. The Board reviewed our 2015 accomplishments:
  - New Islandview sign and landscaping
  - Sidewalk repair and replacement
  - Repainting of south side 2465
  - Sealing and repaving of parking lot
  - Carports converted to LED lighting

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- LED lighting installed in hallways
  - Sprinkler housing rebuilt
  - Bathroom exhaust vents cleaned and installed 34 cages
2. The Board discussed the nomination procedure for Board members. Nomination forms are mailed to Co-owners in January to ensure inclusion on the ballot for the March Annual Meeting. The nominee must have a second, and both must be in good standing (current on Association Dues).
  3. The Board outlined the new approach to snow plowing and storage that was implemented this year to address icing issues in the parking lot. Co-owner comment that there is still a problem at the northeast corner of the 2465 carport, which the Board acknowledged. The Board also received two reports of Co-owners falling on the ice. To date, the following steps have been taken to try to resolve the icing issues:
    - Gutter and downspout repairs
    - Installed berms to prevent water from pooling in the carports
    - Requested additional salting from our plowing company

The Board has plans to redirect some downspouts, especially at the northeast corner of the 2465 carport, and look into raising or changing the grade of the asphalt at problem areas.

**G. New Business**

1. Election of Board Members – Mary Chapman, Faith Cookson and Dave Socall were re-elected to the Board. Two nomination forms received: one nominee declined and the other was invalid.
2. Annual Budget – Co-owners were provided copies of the 2016 Annual Budget, which the Board reviewed.
3. Long-term Budget (2016-2037) – Co-owners were also provided a copy of the Long-term budget, which covers recurring maintenance items such as: building painting, hallway carpeting, roofing, etc. These items must be established in the budget and funded by our regular monthly Association Dues rather than by special assessments, according to our Master Deed and Bylaws.
  - Projects slated for this year are: seal the dock, address dock erosion, powerwash/stain the gazebo, landscaping improvements, and change the grade of asphalt in problem areas.

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4. Association Dues increase – There will be a 10% Dues increase this year to offset a projected shortfall in the long-term budget. **The increase will go into effect May 1 2016.**
5. Steve Laskey took the floor to discuss several informational topics concerning our community:
  - **Pet Policy:** Recently, the Pet Policy was used to prevent a dog being brought into the community that would not have been approved. Additionally, a pit bull was removed from the community because the owners did not follow proper procedure for approval. Steve also mentioned that the Board will be updating its files and needs current dog license information from all dog owners.
  - **Renters:** Co-owners must furnish a copy of the lease agreement for approval by the Board *before* the renter moves in. Renters must have dogs approved prior to moving them into the unit. Co-owners are responsible for providing their renters with a copy of the Bylaws. Renters are bound by the rules and terms of the Bylaws and the Association.
  - **Marijuana:** Co-owners with medical marijuana cards are required to install weather stripping around their doors, and have their hallway vents closed off. Steve cited the odor in the hallways, which several residents have complained about, and which could potentially deter a prospective buyer.
  - **Co-owner complaints:** The Board needs documentation in writing to “have some teeth” when addressing issues and/or complaints. Written complaints are completely confidential and may be submitted to any Board member.
  - **Keys:** The Board has purchased a new secured key box, and is in the process of updating the keys on file. Co-owners are required to supply a spare key to their unit **for emergency purposes only**. If you have not provided a key, have changed locks, or if you’re not sure that we have the correct key for your unit, please contact a Board member.
  - **Parking:** The Board asks residents to PLEASE use their carports for parking as much as possible. If you have two cars, please use your carport for one, and park the other in front of your building. If you have three vehicles, use your carport for one, the front line for another, and the third in the additional parking at the northwest corner (behind the 2465 carport). Some residents are parking all of their vehicles in the front which limits parking for the rest of the community. Guests should always park in the northwest corner, or on the street.
  - **Noise Complaints:** Steve noted that the City of Trenton has a noise ordinance which requires noise to be contained within your unit after 10:00pm. The Board cannot function

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as the “noise police”. If you have noise complaints, please contact the Trenton police department.

- **Open Flames:** The City of Trenton has adopted the International Fire Code relating to open flame cooking devices. The Board is obligated to make the community aware of the code, and advise you to replace your current cooking device with an electric grill. The code states that:
  - *Charcoal burners and other open-flame cooking devices shall not be operated on combustible balconies or within 10 feet of combustible construction.*
- **Homeowners Insurance:** Discussion regarding the obvious importance of homeowners insurance for all residents. Steve also related an incident in which a leak occurred in a third floor unit that resulted in damage to the unit below. Per the Bylaws, the third floor unit is responsible for the damages incurred in the unit below. However, the insurance company (AAA) for the third floor unit refused to honor our Bylaws language. Please ensure that your insurance company will honor the Bylaws.
- **Reminder:** Repair, recommendation and comment forms are located in each hallway. In the event of an emergency, please call 911 first, of course! But for condo-related emergencies such as water leaks, etc you may contact Board members Dave Socall or Dick Betway.
- **Reminder:** “Remember the three P’s”: only pee, poop, and paper should be flushed down the toilet. No grease or oil should be placed down the drains. Costly sewer repairs affect all of us!

## H. Open Discussion

1. Co-owner comment regarding continued problems with the locksets at the entry doors, which become loose and sometimes don’t work. Please use your key to turn the lock, and the handle to open the door. Also comment about people leaving the rocks to prop the doors open and not removing them when finished. Suggestion to look at attaching a fixture similar to hotel rooms to prop the door.
2. Co-owner noted that the Long-term budget is based on 46 units, not 48. Steve Laskey explained that the Association President and Treasurer are exempt from Association Dues on their **primary unit only**. This proposal was voted on and approved by the community in March 2005 and was registered as the first amendment of the Bylaws on March 1 2006.

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3. Co-owner discussed a possible issue with her dryer vent, noting a lot of lint and high humidity in her laundry area, as well as excessive drying times. These are symptoms of a blocked dryer vent; the Board to have Doug Socall investigate.
4. Co-owner comment regarding a neighboring carport extending items into her carport, creating a hazard. The Board to investigate.
5. Co-owner question regarding recycling. Currently, the City of Trenton does not offer curb-side recycling; however, there is a City recycling center located at the City of Trenton Transfer Station: 1801 Van Horn Road.
6. Co-owner suggestion to promote community activities such as casino trips or bowling nights. The co-owner volunteered to look into this with another co-owner.
7. Steve Laskey noted that he and some others are having issues with their windows/doorwalls since the installation of the new Weathergard windows. It was noted that Weathergard stands by their product and that they will make it right. However, if any other co-owners are experiencing issues, please contact a Board member so we can coordinate a service call. **Please note:** this issue refers ONLY to the new windows installed in September 2014 by Weathergard.
8. A co-owner reported hearing the sound of running water constantly from an electric box near her unit. The Board to investigate.
9. Co-owner complaint regarding the sidewalk between 2445 and 2465 not being shoveled. The Board is aware and will address our snow maintenance company.
10. Co-owner complaint regarding cigarette butts being thrown onto the grass in front of their unit, apparently from the unit(s) above. Our lawn is NOT an ashtray! Please dispose of your butts properly.
11. Steve Laskey noted that skateboarding is not allowed anywhere on the property, and is posted on signs around the property.
12. Co-owner comment regarding the appearance of bare wood on the south side of 2465. Steve explained the issues we experienced with the south side (which takes the full brunt of all weather) after the buildings were painted in 2011, and what we're doing to try to fix it.
13. Several Co-owners expressed their appreciation for the job we do as a Board. This is always so nice to hear, and we want you to know that we really care about doing a good job on behalf of our community!

**I. Adjournment** – Meeting adjourned: 8:50pm. Minutes submitted by: Cindy Parkhurst, Secretary