

Islandview Condominium Association
Annual Meeting Minutes
March 14, 2018

A. Call to Order - The meeting was called to order at 7:05pm by President Cindy Parkhurst.

B. Greeting and introduction of Board members

1. Present: Jennifer Afonica, Bob Cosgrove, Denise Cosgrove, Fred Konchan, Cindy Parkhurst, Brennan Rees.
Absent: None

C. Submission of proxies and establish quorum

1. 17 in attendance, 5 proxies - total 22. Quorum established

D. 2017 Annual Meeting minutes – President, Cindy Parkhurst

1. A summary of the March 15, 2017 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 2017 operating budget, and the projected 2018 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. Any Co-owner interested in viewing the financial books can call Jennifer to set up an appointment.
4. Motion made and seconded to accept the Financial Report; Financial Report accepted.

F. Old Business - Cindy Parkhurst

1. The year in review: March 2017 - March 2018
 - Board changes: 5 Board members left the Board in 18 an month period - 3 due to condo sales and 2 retirements
 - Landscaping committee formed in April 2017
 - New tree trimming company; removed 2 diseased trees and 3 bushes
 - New lawn service/snow removal company; spruced up endcaps
 - Holly hedge planted at the south end of boardwalk
 - 2nd and 3rd floor shower drains sealed – April 2017, preventative maintenance

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- Reestablished Dock Committee – April 2017, Bob Cosgrove
 - Fish cleaning station installed, May 2017
 - Replaced loose boards and painted docks, June 2017
 - Approved replacement of dock post lights, November 2017 (Spring 2018 installation)
- Lift station issues – beginning in June 2017
 - Main breakers and electrical panel breakers replaced
 - Vice President Fred Konchan gave an overview of the problems at the lift station, and the plan to correct them
 - Have received one bid to date, other bids in process
- Return of City of Trenton fireworks – July 2017
 - Co-owner suggestion that our community donate to the City towards the fireworks display, as other local businesses have done. This could be done by individual donations, or Association funds, or a combination of both. The Board to discuss at the next Board meeting.
- End of Summer party – September 2017, Doug Socall and Denise Cosgrove
 - Live music from Shane LaMay
- Trick or Treat at Islandview – October 2017, Bob & Denise Cosgrove

G. New Business

1. Election of Board Members – No Board of Directors nomination forms were received. Bob Cosgrove and Brennan Rees were elected to the Board. Discussion ensued regarding the procedure for electing Board members.
 - Board members serve a two-year term
 - Each Co-owner receives a Board of Directors nomination form in the January Annual Meeting mailing. Qualified candidates are added to the ballot for voting at the March Annual Meeting.
 - At the next Board meeting (April), The Board determines which positions the elected members will fill.
2. Annual Budget – Co-owners were provided copies of the 2018 Annual Budget, which the Board reviewed.
3. Long-term Budget (2017-2037) – Co-owners were also provided a copy of the Long-term budget, which covers recurring maintenance items such as: building painting, hallway

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carpeting, roofing, etc. These items must be established in the budget and funded by our regular monthly Association Dues rather than by special assessments, per our Master Deed and Bylaws. Scheduled maintenance projects slated for 2018 are:

- Seal and stripe the parking lot.
- Annual cleanout of A/C lines

H. Open Discussion

1. Board President Cindy Parkhurst noted an increase in complaints of marijuana odors in the hallways. Several Co-owners expressed their concerns with this problem. It was noted that users are **required** to have weather stripping and door sweeps installed to their unit doors and have their exterior hallway vents covered. Please contact Doug Socall to install these items. Several options were discussed, including contacting police for possible illegal activity. A Co-owner noted that there is Bylaws language in Article VI, Section 3 “Activities” which states, in part, that:

“No offensive activity shall be carried on in any Unit or upon the Common Elements, nor shall anything be done which may be or become an annoyance or nuisance to the Co-owners of the Condominium.”

The Board to discuss at the next Board meeting, but asks users to **please** take steps to contain these odors within your own unit for the consideration of all.

2. Regarding lock-outs, a Co-owner suggested residents should keep a spare key in their carport storage with a combination lock. It was noted that residents are responsible to ensure the Board has a current copy of their key.
3. Co-owner question regarding having a husband and wife serving on the Board. It was noted that these Co-owners own two condo units, and there appears to be no Bylaws language preventing this. Board President Cindy Parkhurst cited the high turnover of Board members recently and is grateful to anyone willing to serve.
4. Co-owner comment regarding Board meetings being closed to Co-owners. Board meetings were previously open to Co-owners, but this policy was changed in September 2014 after confidential information was discussed outside of a Board meeting. The Board often deals with personal, confidential information and situations, and must be able to speak freely without jeopardizing a Co-owner’s privacy. It was noted that any Co-owner may request an appointment to meet with the Board at any time.

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5. Co-owner comment regarding updating the Bylaws. This was previously discussed at the 2017 Annual Meeting, and a committee was formed to discuss. Board members were concerned with the cost – at least \$6,500 – and considered whether we couldn't amend the Bylaws as needed rather than completely redoing them.

The Board has retained a lawyer on another matter and is planning to discuss this topic with him.

6. Co-owner comment that residents are not breaking down cardboard boxes as required before throwing them in the dumpsters. Co-owner also asked about recycling in Trenton, and it was noted that there is no recycling program. Board Secretary Denise Cosgrove contacted the City about this and they stated that a survey was sent to all Trenton residents regarding recycling and that the response was "very poor".

Discussion along these lines continued with the subject of illegal dumping in our dumpsters. The Board mentioned that we were able to report an illegal dumper to the police thanks to a resident who was able to get the license plate number.

7. Co-owner concern regarding the weather-related leaks that resulted in her mail being soaked with melting ice and snow, as well as damage to some units. The Board acknowledged this issue and has been in contact with our roofing company to assess the situation and to make repairs. The Board will also seek bids to make the necessary repairs to damaged units.
8. Co-owner comment regarding excessive noise in the hallways. Loud voices and heavy footsteps on the stairs are heard clearly throughout the condo units. Residents work a variety of shifts and it is important to be considerate of your neighbors.
9. Board Secretary Denise Cosgrove has organized an Islandview Bowling Night at "10 Pins of Trenton" (formerly Parkway Lanes) on April 20th at 7:00pm. The cost is \$9.00 which includes two games and bowling shoes. This event is open to all residents and we hope you'll join us for a fun night out. More information and flyers will be posted in the coming weeks.

I. Adjournment – Meeting adjourned: 8:55pm. Minutes submitted by: Cindy Parkhurst, President