

Islandview Condominium Association  
Board Meeting Minutes  
January 18, 2024

**Present:** Jennifer Afonica, Art Lavigne, Nick Lusk, Dawn Paluszny, Cindy Parkhurst, Lisa Razo

**Absent:** Rubin Dimoski

**A. Call to order** – The meeting was called to order at 7:00.

**B. Submission of October Meeting Minutes** – Cindy Parkhurst

1. The October 26, 2023 Meeting Minutes were reviewed. No corrections, Minutes approved.

**C. Financial Report – Jennifer Afonica**

1. Board members received and reviewed the 2023 year-end receivables and disbursements ledger and budget.
2. A draft of the 2024 budget was also provided for the Board to review. The proposed budget will be finalized and approved at the February meeting.
3. The Financial Report was approved.

**D. Old Business**

1. Proposed Bylaws amendments: the Board received the required mortgage information from all Co-owners. The attorney is now working on drafting the amendment language for the Board to review. Once the language is approved, it will be sent to all Co-owners for review and a special meeting will be held for voting.

**E. New Business**

1. Per Co-owner suggestion, and approved by Co-owners at the 2023 Annual Meeting, the Board will explore the idea of hiring a professional maintenance company to handle day-to-day maintenance. This will involve interviews with prospective companies to find out what is included and at what cost.

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2. **Reminder to all residents: the Bylaws require that a key be provided to the Association for emergencies and/or maintenance needs.** Recently, we were unable to complete a prearranged troubleshooting appointment with our plumbing company because the Co-owner forgot, and there was no key on file.

Please note that Bylaws Article VI, Section 11. Association's Right of Access (page 592) states that Co-owners have the responsibility to provide means of access, and in an emergency, the Association may gain access in such manner as may be reasonable under the circumstance and shall not be liable for any necessary damage.

3. A Board member reported that her door buzzer at east 2465 is not working. The Board will contact *Building Electronics* for troubleshooting.
4. Reminder to please review the Islandview quick reference guide and informational booklet. This booklet is an easy-to-use supplement to the Bylaws which touches on a wide variety of Association policies. Being familiar with Association policies and the Bylaws can prevent inadvertent violations and potential fines.

**F. Adjournment** – Meeting adjourned 8:50. Next meeting: February 15, 2024

Minutes submitted by: Cindy Parkhurst, President