

Islandview Condominium Association
Annual Meeting Minutes
June 12, 2024

A. Call to Order - The meeting was called to order at 6:45pm by President Cindy Parkhurst.

B. Greeting and introduction of Board members

1. Present: Jennifer Afonica, Art LaVigne, Nick Lusk, Cindy Parkhurst, Lisa Razo.

Absent: Rubin Dimoski, Dawn Paluszny

C. Submission of proxies and establish quorum

1. 20 in attendance, 4 proxies - total 24, quorum established.

D. Financial Report – Jennifer Afonica

1. The receivables/disbursements ledger, current account balances, actual 2023 operating budget, and projected 2024 operating budget were reviewed. The Association's savings books were available for review. Jennifer also discussed the Building Savings/Long-term budget.
 - Jennifer noted that \$45 per condo is transferred each month to the Building Savings/Long-term budget.
 - The Building Savings fund is allocated for larger, recurring maintenance projects such as carpeting, roofing, painting, etc.
 - As always, the Association's books are available upon request to any Co-owner at a reasonable time, just contact Jennifer.
2. Jennifer also compiled a "to do" list of potential maintenance projects that was provided to all Co-owners in attendance. These are items identified by the Board as needing to be done, with varying degrees of cost and urgency.
3. Motion made and seconded to accept the Financial Report; Financial Report accepted.

E. Old Business - Cindy Parkhurst

1. The year in review: June 2023 – June 2024
 - a) Dryer vents cleaned inside and out
 - Bird cages and louvres replaced.
 - Three disconnected vents were reconnected, and one damaged vent was replaced.
 - It was noted that future dryer vent cleaning will be assessed to each Co-owner, as this maintenance is a Co-owner responsibility.

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- The Association paid for the service in 2023 because there was no way of knowing if or when Co-owners had it done. We can now establish a regular maintenance schedule, (every two years) with the next cleaning due in 2025.
- b) New Islandview Reference Guides
 - Jennifer Afonica completely updated the Co-owner and renter reference guides, which are a supplement to the Bylaws.
 - All residents are encouraged to read through this informational guide which contains a Quick Reference Guide, Association policies, notices and general information.
- c) Nick Lusk joined the Board in June 2023 and was elected Sgt. At Arms
- d) West 2465 water leak caused by drywall screw or nail
 - Immediate reporting of the leak was very helpful in minimizing damage
- e) Sewer lift station sensor failure
 - First issue we've had since lift station replacement in 2018.
 - Many thanks to residents who immediately reported the alarms to Board members.
 - **Reminder** to all residents that only human waste should ever be placed down the toilet and grease should never be placed down the drain.
- f) Carport painting project (August 2023 Special Meeting)
 - 32 total yes votes to do some part of the project, but none of the options received the required 2/3 for approval.
 - The Board to revisit this project at a later date.
- g) Rental cap amendment update: the Board had been in contact with an attorney to draft the amendment language, however we were having a lot of trouble getting a response from the attorney throughout the process. The Board made the decision earlier this year to start over with a new attorney.
- h) East 2445 door replaced
- i) 2445 water leak: A blocked air conditioning drain line caused extensive damage to the condo unit below.

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- Co-owners are responsible for maintaining their HVAC units, including having the A/C line flushed annually.
 - The question of responsibility was discussed. One of our Co-owners is in the insurance industry and advised that Co-owners who experience damage from another condo should file a claim through their homeowners insurance company. In some cases, their insurance company may seek reimbursement from the homeowner's insurance of the unit causing the damage (subrogation).
 - Co-owner suggestion that the Board could combine the A/C line flush-out with dryer vent cleaning in one assessment. The Board will discuss further at the next Board meeting, however the A/C line flush-out needs to be done annually, while the dryer vent cleaning will be scheduled every two years.
 - Co-owner mentioned the product, *iFlo Smart Automated A/C Drain Line Cleaner* which can be installed on an HVAC system. *iFlo* can be scheduled to automatically dispense a cleaning fluid through the A/C line to help prevent clogs.
- j) Art LaVigne joined the Board in September 2023 and was elected to the At-large position.
- k) Report/Comment/Suggestion forms are now available in each hallway. Please place completed forms in the dropbox on Jennifer's patio, NW first floor corner patio, 2445 #106.

G. New Business – Cindy Parkhurst

1. Election of Board Members – There were no Board of Directors nomination forms submitted. Rubin Dimoski, Dawn Paluszny, and Art LaVigne were up for re-election in 2024, and were re-elected by a show of hands.
 - It was noted that Board members may be removed by affirmative vote of more than 50% of all Co-owners (Article XI, Section 7. **Removal**).
2. 2024 potential projects:
 - 2465 sidewalk replacement
 - handicap ramp at east 2445
 - adding stairs down from the berm of south 2465
 - Parking lot patching and sealing
 - Painting of carport metal structures (phase 1)

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- Dumpster replacement
3. 2024 Dues increase: As part of setting the operating budget for 2024, the Board approved a 10% Dues increase effective September 1st, 2024.
- It was noted that the last Dues increase was in 2016
 - The increased costs of everything in today's economy was cited as a factor
 - The increase will help address some of the "to do" list items (see Financial Report, D 2.)
 - Co-owner asked if 10% is enough? Much discussion ensued, including a Co-owner suggestion to increase the Dues by 15% or 20%. An informal show of hands vote was taken on each option (10%, 15%, 20%); all had support, but none received the majority.
 - Cindy Parkhurst posed an informal show of hands vote: do Co-owners prefer a Dues increase or assessments? The clear majority of Co-owners present preferred a Dues increase.
 - The Board decided to proceed with the approved 10% at this time, and perhaps make an adjustment for the next budget.
4. **Reminder** that excessive noise is a Bylaws violation (Article VI, Section 3. **Activities**). Please be mindful of your neighbors when going up and down the stairs, shutting doors, vacuuming, listening to music, etc.
5. **Reminder** that all garbage should be placed in bags and cardboard boxes must be broken down before being placed in the dumpsters.
6. **Reminder** that when using a door prop in the entry doors, such as to bring in groceries, the door prop must be removed immediately.
7. Dock Committee report: Bob Cosgrove announced that the next Dock Owners meeting will take place on June 27, 2024, 6:30pm at the gazebo.
- **Addendum:** The Board learned after the Annual Meeting that a boat slip has become available for sale. Anyone interested in purchasing the slip should contact Linda Andrew at: 734-306-3497

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H. Open Floor Discussion

1. Co-owner complaint regarding the upside-down American flag being displayed by a Co-owner. Discussion ensued regarding the original meaning vs. the meaning today. The Board previously discussed this issue at a Board meeting when a political flag was displayed a few years ago. In that case, we were able to talk with the Co-owner, who understood and removed the flag.
 - While there is no direct language regarding displaying flags in the Bylaws, Article VI, Section 3. **Activities** prohibits offensive activity or anything which may be or become an annoyance or nuisance to the Co-owners of the Condominium.
 - Article XI, Sections 4. **Other Duties** (h) states that the Board is responsible for making rules and regulations in accordance with the Bylaws.
 - The Board's official position is as follows:
 - Only American flags, military branch flags, and sports team flags are permitted
 - Flags should be displayed respectfully and in their proper form
 - Flag poles should be attached within the Co-owners patio or balcony, **not** on the exterior of the building.
 - No political flags of any kind will be permitted
2. Co-owner comment that the monthly meeting Minutes do not necessarily include all topics discussed at Board meetings, suggesting that information is being withheld. In the Co-owner's opinion, all items discussed at Board meetings should be reported in the Minutes.

In the interest of full disclosure regarding this particular matter: the Co-owner reached out to the Board requesting to have an electric vehicle charger installed in her carport. However, her contractor advised that this was not feasible and suggested installing the chargers in the four parking spaces near the entrance of the parking lot. The Co-owner presented this proposal to the Board via mail which the Board reviewed at the April 18 Board meeting. After much discussion, and while acknowledging that E/V chargers may be something we'll have to look at in the future, the Board declined to proceed with this request at this time, citing:

 - How to pay for the estimated \$19,250 cost
 - How would the electricity be paid for
 - What are the insurance and liability considerations
 - How to prevent public use

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- Tying up four parking spaces
- The Board cannot justify this expense unless more interest or need is shown by Co-owners

The Co-owner was advised of the Board's decision by letter two days after the April board meeting. The Co-owner responded via email on April 23, asking if the Board will present the proposal to the Co-owners for a vote. Since the Board had already declined the proposal for the E/V chargers, the Board also declined to present it to the Co-owners and advised the Co-owner of this decision on April 24. Thus, this subject was not included in the Minutes.

3. Discussion about the Minutes continued with a Co-owner comment that the Minutes should be expanded. Cindy Parkhurst mentioned that when she first began taking the Minutes as Secretary in 2009, her Minutes were rather lengthy. The Board President at the time stated that the Minutes are meant to be a summary, not "every time we change a light bulb" or "every word spoken" and requested the Minutes to be shortened.

It was also noted that the Board frequently discusses private/personal Co-owner matters which cannot be reported in the Minutes.

Another Co-owner suggested that the monthly receivables and disbursement report could be included with the monthly Minutes that are provided to Co-owners. This would eliminate having to report on every maintenance topic in the Minutes. It was noted that the report would always be a month behind, i.e., the July Minutes would have the June receivables and disbursement ledger. The Board will discuss further at the next Board meeting.

4. Co-owner suggestion to add a second, semi-annual meeting of Co-owners, in addition to the Annual Meeting. The Board will discuss this at the next Board meeting.

I. Adjournment – Meeting adjourned 8:40pm. Minutes submitted by: Cindy Parkhurst, President