

PRITCHARD ISLAND HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
JANUARY 13, 2003

The meeting was called to order at 6:15 P.M. with all members present.

The minutes of the November 14th meeting were presented for approval; motion by Mrs. Martin to approved with corrections; seconded by Mr. Rose; passed unanimously.

Old Business

A. Paving Repairs have been done, pool lights have been repaired. Ants are still a problem.

B. Maintenance man wants \$15.00 per hour with a 3 hour minimum. Mr. Rose contacted two others - not interested. Motion by Mr. Morton to retain At \$15.00 per hour but must sign independent contractor agreement and obtain or produce a license, have insurance and must sign agreement contract; Mr. Rose seconded; passed Mr. Martin stated that we should find another maintenance man as a back up. Mr. Rose suggested that we come up with an application which contains all information we require. Maintenance man working for the Board cannot do work for owners on Board time.

C. Pool person - only received one letter from Ms. Wells for the amount of \$125.00. Mr. Sleeth was consulted regarding what was in the budget for this expense. Mr. Sleeth stated that \$125.00 per month was allotted in the budget for this expense. Ms. Wells was asked if she wanted to accept job at pool - supplies will be paid for by the Association. She accepted. the job. Mr. Morton motioned to accept Ms. Wells to do pool work effective immediately; seconded by Mrs. Martin; passed unanimously.

New Business

A. Violation Committee update - Rose Eshelmann gave the report and a copy is attached.

There was a discussion regarding dogs - Mr. Morton motioned that dogs be conditionally accepted; seconded by Mrs. Martin; Mr. Needham suggests we check with attorney on this issue. Mr. Sleeth stated that certain issues could be grandfathered in. passed unanimously. Weight & type of dog should be considered.

B. Foreclosure Proceedings Update - Mr. Perrin is taking care of the issue of Unit 860.

C. Rules & Regulations Committee Update - the Board is looking into updating them.

D. Window Addition - 838 Mr. Clemens. Mr. Martin read the ruling from documents. Request withdrawn by Mr. Clemens.

E. Unit Front Doors - some have been painted by Association - according to rules homeowner must take care of this painting. Mr. Martin stated that Board needs to make a decision on the doors. Color cannot be changed. Mr. Rose feels that it is a low cost item and the Board should approve this to have unity. Ms. Helmers agreed as did Mrs. Martin. Mr. Sleeth was asked his opinion. Mr. Sleeth stated that he agrees with Board taking over the door painting. Discussion. Mr. Martin will check with Mr. Perrin. Mr. Morton motioned that if after checking with Mr. Perrin it is legal for the Board to do painting that Board go ahead and paint doors to keep conformity within the Association; seconded by Mrs. Martin; passed.

F. Pressure Washing - there have been several complaints about mold. Mr. Rose is looking into this for the spring. He will obtain bids for the Board as soon as possible. It was suggested that we wait until the fall after the rains. The Board felt there was a need to do now. Mr. Morton moved to have entire scope of outside cleaning by committee be reported at next meeting; seconded by Mrs. Martin; passed.

G. Siding of "H" building - financially advisable to go ahead with this as it will take four weeks to get siding.

H. Satellite TV - discussion brought to attention of Board by Ralph Rose. Put out on docks (cost would be \$11,000.00) 30" on ends of buildings price for two years - installation free - \$40 per person. Must sign up for two years. Owners pay for inside equipment. Dishes on poles above roof line. Mrs. Martin feels it should be looked into again. We need to poll all owners on this issue. Mrs. Martin motioned that we revisit cost, etc. of satellite dishes; seconded by Mr. Morton; passed.

I. Resident Update - Listing of all owners - do not have phone numbers. Committee was formed to get update on these lists.

J. Already addressed above.

K. In ground garbage can committee - there was confusion on what committee was to do. Mr. Wells - chairman - recommendations - December 4, 2002. There were safety, health and insect control concerns. Discussion followed. It was noted that trash has not been picked up from trash cans. Mr. Martin will contact Waste Management on this problem. Questionnaires will be sent out to all owners on this issue. This issue will be tabled until the next meeting.

Mr. Morton asked about the problems with roof leaks. Mr. Martin contacted roofers and they will make an appointment with owner. Should be under warranty.

J. D. Smith took care of rodent problem.

Speeders should be reported to Sheriff's department. Perhaps we need speed limit signs.

The next meeting will be on February 10, 2003.

There being no further business to come before the Board, Mr. Morton moved to adjourn; seconded by Mr. Rose; passed. Meeting adjourned at 8:50 P.M.

Accepted _____

Date _____

MEMO

To: Pritchard Island Home Owners Association Members

From: Assigned Committee

Date: December 4, 2002

Ref to: Trash/Garbage

Some time ago, the members of the Home Owner's Association voted to have in-ground trashcans replace the existing dumpsters. After the cans were placed, many residents realized they were too small to accommodate most household needs. Some cans are already damaged from cars rolling over them and there are safety, health and insect concerns. At a recent Association meeting, members asked the Board to re-evaluate the use of the in-ground trash receptacles.

The assigned committee of residents was tasked with obtaining alternative suggestions for our garbage/trash disposal needs. After speaking with many members, the committee's recommendation to the Board is to relocate the dumpsters across the street, onto the condo side, and sell the in-ground receptacles to Jim Morton for use in his new housing development.

Proposal:

- Construct two concrete pads; one on the west end between buildings B & C and the second on the east end of building H.
- Each pad will be 11'x20' to accommodate two dumpsters on each.
- A thirteen foot asphalt path will connect the road to the dumpster pad.
- Enclose the dumpster with wooden fencing, gated and landscaped on the outside of the fence
- The Neighborhood Association will pay for the pads.
- Jim Morton will buy back the already placed in-ground receptacles.

**Committee Members: Linda Enlow, Dana Sutter, Elizabeth Schwalge, Bob Clemmons,
L. David Wells**

E-mail: happetoosum@earthlink.net

Thank you.

PRITCHARD ISLAND HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
FEBRUARY 10, 2003

The meeting was called to order at 6:20 P.M. with all members present.

Mr. Morton read the minutes from the January 13, 2003 meeting. Mrs. Martin moved to accept with changes; seconded by Mr. Rose; passed.

Old Business

1. Handy man is doing work at this time - if work is needed we need a work order and price from him to do the work.

There seems to be an ant problem and this will be taken care of with pest control.

2. The foreclosure on 860 and 866 is being taken care of by Mr. Perrin.

The siding has been ordered for H-Building and will be installed as soon as it arrives.

Mr. Martin talked to Mr. Perrin regarding the painting of the doors. Documents state owners responsible for painting - but Board can take on the job as we voted last meeting - therefore the Board will be painting and renumbering.

Mr. Morton suggested that all questions asked of Mr. Perrin be answered in writing for the record. The Board agreed.

Trash Can Problem - There was a meeting with Waste Management. Board has decided to try to continue with trash cans and there will be a dumpster as well. It will be placed between I & J buildings back as far as possible. Mr. Morton will create a pad for the dumpster. The rules that apply to the dumpster will be presented with the directory of all the homeowners.

New Business

1. Pressure washing - Mr. Rose stated he asked for three bids and only received one. Siding/\$280, Roof/\$340, and sidewalks/\$120, all per building. Mr. Needham asked Mr. Rose to get a price for the gate out front to be done once a year.

2. Satellite Dish - There could be a 30" dish at the end of each building that would not touch building or there could be individual satellites for each interested owner. Mr. Morton suggested that all owners be polled before we make any decisions.

3. Rodent Boxes - come out three times a year at about \$140 per visit. Mr. Martin suggests that we don't rebait unless a problem arises. The Board agreed.

4. Mr. Morton met with Terry Sullivan of the DEPA and would like to revise permit to include cutting three trails for access to water and also remove cattails. If the county won't so this work Mr. Morton would like permission from the Board to do this himself and will take responsibility for the project. Mr. Morton will plant trees to enhance the area and pull up dead trees.

PRITCHARD ISLAND HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
MARCH 10, 2003

The meeting was called to order at 6:15 P.M.

Members Present: Mrs. Martin, Mr. Morton, Mr. Rose, Mrs. Helmers and Mr. Martin arrived later on in the meeting.

The minutes of the previous meeting were read; Mrs. Helmers moved to accept; seconded by Mrs. Martin; passed.

Old Business

1. Siding on "H" building completed.
2. Unit front door painting - the Board will get bids.
3. Pressure Washing bids obtained by Mr. Rose (see attached). Discussion. Prices and work done needs to be clarified. Mr. Rose will check on these items and get back to the Board. Mrs. Martin moved to go ahead after contract with adjustments; seconded by Mrs. Helmers; passed. Mr. Morton stated that all bidders should be contacted. Mr. Rose will take care of this.

New Business

1. Mr. Sleeth explained re-writing of regulations. He defined units and items that apply to them (copy attached). All items were reviewed and explained by Mr. Sleeth. Mr. Morton moved that after all members of the Board review the regulations they should go to our attorney for his review; seconded by Mrs. Helmers; passed.

Mr. Rose asked Mr. Morton to have construction crews clean up after themselves. Mr. Morton will take care of this problem.

Mr. Morton was asked when the new dumpster will be set up? He said as soon as possible.

Mr. Morton stated that he has obtained permits and will start trails in next couple of weeks.

Siding repairs - roof leaking at 868 - roofers fixed warranted area - found area with leak by chimney. The leaking was checked at Elizabeth's unit.

Unit 844 - owner stated that water goes into front door - drainage problem. Mr. Morton will bring out an engineer and see what needs to be done. Mr. Morton motioned to spend up to \$500 with poling of the Board; seconded by Mrs. Helmers; passed.

What are owners to do in an emergency when a Board member cannot be contacted? If an emergency, have work done and then apply to the Board for reimbursement if the work is an Association covered repair. Discussion.

The next meeting will be on April 14, 2003.

There being no further business to come before the Board Mrs. Martin moved to adjourn; seconded by Mrs. Helmers; passed.

Accepted _____

Date _____

Prichard Island Home Owner Association:

Bids for Vinyl Siding cleaning

A Better Way by J. Gray

\$ 185 per building pressure clean exterior walls on one building including sidewalks

Bills Pressure Washing

\$ 1,800.00 + all state and local tax Pressure wash all eave's and trim, upper and lower building area's Clean out all gutters, pressure wash all gutter run's and drain's. All door canopies and trim. To include all entrance doors. All a/c units around buildings. All outside windows and screens and shutters

Moldies Oldies

\$ \$ 247.00 per unit x's 8 units \$ 1,976 Work to include all vinyl siding, all aluminum soffit and fascia. Treat all areas affected by algae and mold with chemical to kill same. Pressure wash same areas using high pressure (2500-3000 pounds per square inch) Rinse lower walls using low pressure to remove all residue from upper walls and overhang.

PIC ard

\$3200 cleaning 8 building apartments

Max Davis

\$ 320.00 sidewalls/\$ 75.00 sidewalks/\$210 roof each building

Citrus Roof Cleaning

\$ 175.00 each building total \$1400.00 will do the side walks for \$ 75.00 additional each building.

Rosebud

\$1520.00 The pressure washing of the vinyl parts of 8 building only

SECTION 7 TRASH REMOVAL

1. Each unit has an in-ground trash /garbage can/container supplied by the Association and may purchase additional cans on an optional basis.
2. Trash/garbage will be deposited in these containers for pick-up which is provided, at present twice per week on Mondays and Thursdays. If the containers used by your unit are filled any excess will be placed on or near the in-ground containers on the morning of a pick-up. Any excess placed outside the container prior to the morning of a pick-up day will not be tolerated and violating units will be subject to a \$100.00 fine per occurrence. Each unit is responsible for policing up the area around their containers.
3. Trash cans utilized by a unit may be placed next to the assigned container(s) on a pick-up morning. At all other times private trash cans will be stored within a unit or in the rear screened in area of the unit. Such cans will not be stored outside the unit.
4. One large dumpster will be in use and is located by H building for the express purpose of disposing of items which are too large for insertion in the in-ground containers such as furniture, small rugs, drapery rods, etc., and for packing boxes/containers used to move in or out of a unit or a large amount of trash because of such move. All boxes must be broken down prior to insertion in the dumpster.
5. Christmas trees being disposed of will be placed in the dumpster enclosure but not in the dumpster.
6. Owners of units will continue to be responsible for the removal of all large appliances, tires, and rugs being replaced by any carpet/rug vendors. Removal by the vendor must be made a purchase requirement.

Pritchard Island Homeowners Association

MEETING AGENDA

APRIL 14, 2003

Wayne Martin, President
Maxine Hellmers, Treasurer
Jim Morton, Board Member

Ralph Rose, Vice President
Holly Martin, Secretary

1. Call to order @ 6:15 PM and Roll Call.
2. Reading and approval of March minutes.
3. **Old Business**
 - A. Pressure Washing
 - B. Drainage Problem at 844
 - C. Landscaping
 - D. Foreclosure cancelled/paid
 - E. Rules & Regulations
 1. Screen Doors
 2. Vehicle Registrations
4. **New Business**
 - A. Pool
 1. Pool Person
 2. Pool Problems
 3. Pool Repair/Replacement Items
 - B. Garbage Cans
 1. Replacement cans
 2. Refunds
 - C. Dog Problems
 - D. Liens
 - E. Damage at 872
 - F. Satellite dish
 1. Attorney Perins Ruling
 - G. Handyman
 1. Jerry Wallace
 2. William Stanton
5. Upcoming Meeting
May 12, 2003
6. Adjourn
7. **Resident Discussion**

PRITCHARD ISLAND HOMEOWNERS' ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
APRIL 14, 2003

The meeting was called to order at 6:15 pm.

Members present: Mr. Martin, Mr. Rose, Mrs. Martin and Mrs. Helmers. Mr. Morton was absent.

The minutes of the previous meeting of March 10, 2003 were read. Addition to minutes was letters from Elizabeth Schwalje that were read into the minutes. Mrs Martin moved to accept, seconded by Mr. Rose.

Old Business

1. Pressure Washing – Completed. Unit owners who let them use their water will be getting reimbursed \$15.00.
2. Drainage 884 – Mr Rose will be getting estimate on having work done.
3. Landscaping – Walk around was done with Jeff, Mr Clemens, Mr Rose and Mr Martin. Bldg “C” will be where most of the work is done. Mr Martin will be getting an estimate on using landscape timbers instead of black edging next to entrance sidewalks. Plants were discussed for around the other side of pool and sides of mailboxes.
4. Foreclosure – Cancelled – owner has paid. 5 were sent to Attorney for liens. Letter will be sent to Al Cox to automatically send names to Attorney when past due.
5. Issue of Damage by a resident – They will be sent a bill in reference to cost to replace a plant. Already paid the handyman for other minor damages done.
6. Rules & Regulations – Reviewed and discussion on the updates to Rules and Regulations. Will be retyped and sent to Attorney Perrin and then to all owners/residents.

Screen doors – Several are in need of repair/replacement. Letters will be forthcoming to owners to do the repairs or the Board will have them done at the owners cost. Mr Rose moved to accept, seconded by Mrs Martin, passed.

Vehicle Registrations – Mrs. Martin advised of several vehicles that are not registered and parked here. As this was not common place it was decided to hold off on any further actions at this time.

New Business

1. Pool Person – Mr. Martin read a letter from Mrs. Wells resigning as pool person. New pool person will be Mrs. Clemens. Mr. Rose moved to accept and seconded by Mrs Martin.

Pool problems – Mr. Rose told the Board of the problems he had with subject(s) at the pool who were drinking alcohol and made threats. Police ended up being called and the tenant at 902 had pool privileges suspended for 30 days.

Mr. Martin advised the Board on the problems he encountered at the pool regarding guests drinking alcohol.

Pool repairs – replaced Life Ring and repaired lights inside the bathrooms.

2. Garbage Cans – 6 cans have been delivered. 2 for by the pool walkway and 4 for replacements for damaged ones.
3. Mrs. Martin advised the Board on the problems associated with a dog at 896.
4. Satellite dish – Mr. Martin read a letter from Attorney Perrin. Owners can have the dishes, but the Board can decide where they are placed.
5. Handyman – Mr. Rose advised the Board on Mr. William Stanton.
6. 852 – stoop needs repaired. Mr. Rose will get estimates from Mr. Stanton.

The Next Meeting will be on May 12, 2003

There being no further business to come before the Board, Mr. Rose moved to adjourn; seconded by Mrs. Martin; passed.

PRITCHARD ISLAND HOMEOWNER'S ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
MAY 12, 2003

The meeting was called to order at 6:15 PM. Present were Wayne Martin, Holly Martin, Ralph Rose and Jim Morton and several resident guests. A quorum was present.

First order of business was the review of the previous minutes. There being no corrections a MOTION was made by Mrs. Martin to approve, seconded and approved by all.

Unfinished Business:

Drainage problem at 844 is being investigated. Looking for permanent solution.

Rules and Regulations are being reviewed by Don Perrin, PA. Board hopes to have it back soon for distribution.

Garbage cans have been replaced around the development. May need to order more. In ground garbage cans will be painted. Paint has been purchased and work will start soon.

Check request for water usage refunds have been sent to Roni. Checks will be cut soon.

Satellite dish placement has been decided. Dishes must be placed in the rear of the units (center back corner) on a free standing pole. Don Perrin, the attorney is preparing an agreement that individuals must sign releasing the Association of responsibility should the dish fall, be damaged or damage an adjoining unit. Mr. Morton suggested a standardized placement and a size limit. Both these requirements are in place already. Any owner wanting a dish must apply to the Board for permission. Form being prepared will be called "Hold Harmless Dish Installation Permit". MOTION by Mr. Martin to use form and follow standard procedure for dish installation, seconded by Ralph Rose, all approved.

Roofs on 852 and 834 have been repaired.

New Business:

There was a misunderstanding of the location of the reserve CDs. They were located but it was found that the signature cards were incorrect so all material has been turned over to Mr. Perrin for revision. All monies are safe.

MAY 12, 2003

The Martins will be out of town from May 22 to the 30th and the Roses will be gone May 16th to June 15th. During vacation time residents should contact Maxine or Jim Morton with problems.

Mr. Morton sent Board members a copy of a request and a design for a floating dock requested for buildings I, J, K, L. Request for installation is for an 8' X 16' dock and will be paid for by the owner making the request. Request is for more than one incase someone wants to pay for one in the future. After a lengthy discussion of docks and the use of them a MOTION was made by Mr. Rose that the dock be approved once the written proposal is received and the use/maintenance agreement is in place. Seconded by Mr. Martin, all approved.

Association will assume maintenance of new dock after installation so that it may be used by all members. Owners who pay for installations will receive first choice of dock space. Mr. Morton will have his attorney prepare necessary documents and bring to next meeting.

Resident requested location of CDs. They are in Capital City (matures in 10/03) and in Regions Bank (matures in 12/04). Mr. Martin will prepare a report for next meeting.

Next meeting will be June 9th at 6:15. Resident requested that Board Members and their phone numbers be posted in pool area. There being no future business to bring before the Board a MOTION was heard for adjournment.

Submitted for the Secretary
of the Board.

Minutes are in draft form until approved at the next meeting.

PRITCHARD ISLAND HOMEOWNER'S ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
JUNE 9, 2003

The meeting was called to order at 6:15 PM. Present were Wayne Martin, Holly Martin, and Ralph Rose, Directors. Jim Morton and Maxine Helmers were absent. A quorum was established. There were residents and guests in the audience.

The minutes of the last meeting were reviewed. There was one correction to change the word "roof" to "stoops" under unfinished business. A MOTION was made to approve the minutes with the correction by Holly Martin, seconded by Ralph Rose, all approved.

Introduction was made of Linda Deptola who now represents Joseph & Company and will be coming to meetings.

OLD BUSINESS

Continuing drainage problem at unit 844 was discussed. It appears it is a landscape problem and soil has been removed. More work will be done on the landscape which should solve the problem. There is a second water problem in the same unit. This is in the area of the laundry room. Don's Plumbing has been called to determine if it is a plumbing problem or a roof problem. This resident has been dealing with these problems since 1999 and is frustrated but is trying to work with association on a solution.

Docks: Jim Morton presented a proposal to the Board at May meeting regarding new docks. These were to be for the use of the community. Some feel these docks would be for their personal use. Since this is not what was discussed with Mr. Morton no approval has been given at this time.

NEW BUSINESS

Pool area concerns, some residents are leaving radios and supplies at the pool with disregard for safety. These items have been removed and locked up for return to resident. The resident does not care if the items are stolen. This is a safety problem involving the use of electricity at the pool area. Mr. Martin will visit the resident and tell him these items may not be left at the pool.

Residents from the "inside" area do not seem to understand that there are rules for pool use. Since Joseph & Company is now under contract with Gospel Island, POA perhaps a copy of the rules for pool use can be sent to the residents.

Water cooler has a leak. Don's Plumbing will be doing the repair.

Water level in pool has been dropping below the skimmers. Citrus Pools is scheduled to make that repair.

Drinking alcohol is still a problem at the pool. There has been an increase in pool use. Board may need to consider guide lines for the number of guest that can be brought to the pool as the capacity is only 36 people. Concern was expressed about cracks in the decking around the pool.

It was noted that the tennis court nets are down. They can be repaired but this is something that happens over and over.

Unit 921 has had major flooding problems. Both the driveway and road were under water. Must be addressed with Mr. Morton.

Association would like a date from Mr. Morton as to when the trash can area will be removed. Shrubs and dumpsters need to be discussed with the developer also.

Water meter reader has request that bushes be trimmed away from meter for better access.

Many roof leaks have been reported and repaired. Unit 834 had a leak in hall that is repaired. Keith Miller has been contacted to check some leaks.

The Martins have been receiving calls at both their jobs. This should not be happening. Mr. Martin requested that residents use his home number and leave a message if necessary or call the cell number 302- 5636.

The Martins answering machine was struck by lightening. Mr. Rose feels the Association should replace it but the Martins declined.

Financial Report: \$34.83 per unit per month goes to reserves out of the monthly assessment fee. The Board must vote on major repairs before using those funds. Finances are on track. Not all reserve money is in CDs, some in a Money Market account.

Mr. Martin discussed reserve adjustments to be looked at for next year's budget. Line item for legal has been over budget but it is felt that legal advice is very important.

There being no further business to bring before this Board the meeting was adjourned by MOTION of Holly Martin, seconded and all approved.

Submitted by,

Linda Deptola, LCAM

Date: July 21, 2003

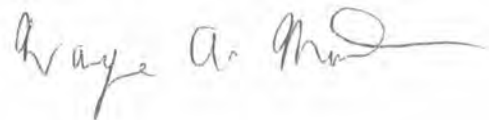
To: Pritchard Island Homeowners' Association

From: Wayne A. Martin

Reference: Resignation

I have been extremely busy with my professional life, and am unable to give as much time as required to this position. I therefore resign as President of the association effective immediately.

Wayne A. Martin

A handwritten signature in cursive script that reads "Wayne A. Martin". The signature is written in dark ink and includes a long, sweeping horizontal line at the end.

Date: July 21, 2003

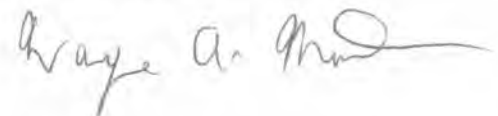
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Reference: Resignation

I have been extremely busy with my professional life, and am unable to give as much time as required to this position. I therefore resign as President of the association effective immediately.

Wayne A. Martin

A handwritten signature in black ink that reads "Wayne A. Martin". The signature is written in a cursive style with a long horizontal flourish extending to the right.

PRITCHARD ISLAND HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
AUGUST 11, 2003

The meeting was called to order by Ralph Rose. Directors present were, Maxine Helmers, Ralph Rose and Jim Morton. Several resident members were in the audience as well as Linda Deptola for Joseph & Company. A quorum was established.

Linda Deptola read the minutes of the last meeting. Ralph Rose made a MOTION to accept the minutes as read, seconded by Maxine Helmers, all approved.

UNFINISHED BUSINESS:

Mr. Morton responded to water leak complaints. There are many units calling in leak problems. The Association is involved in a lawsuit at this time regarding inside repairs to leak damage. No inside repairs will be made until the lawsuit is settled and it is determined who is responsible for inside repairs.

Mrs. Donatello, unit 932 has a flashing problem that resulted in leaking. Replaced windows were not properly flashed or caulked.

Unit 930 has had the skylight caulked. Unit 944 may have roof and siding problems as well as water running on ground into the unit. This is repaired.

Unit 832 has a leak around the chimney where wood rotted from no flashing. Water went under siding. Roof damage has been fixed.

Goal is to find problems and repair. Association has signed contract with Raymond Frankel Roofing. Contract to fix four units has been signed.

Depending on the building windows, siding, flashing and roofs have problems. The building inspector for Inverness has been contacted to help in determining problems. There has been much discussion and varied opinions given to the Board as to what should be done with repairs. It has been difficult to decide who is right and who is wrong. One thing is true we cannot sit and discuss it for six month. Leak problems must be repaired immediately

Mr. Rose commented that the Board must respond to problem areas. Repairs are completed in good faith and must be done in a timely manner. Reserve money will need to be spent.

Mr. Morton reviewed discussion as follows:

1. Take immediate action
2. Make sure application of products is correct

3. Accelerate schedule of maintenance and repair.

Must complete Building "C"

Lawsuit by unit owner is in arbitration and may set a standard as far as interior is concerned. Issue is time it takes the association to respond to problems. At this time the discussion ended because the lawsuit may not be discussed until it is settled.

It was noted that house numbers need to be replaced and doors need to be painted.

NEW BUSINESS

Vacancies on the Board were presented. The Board has appointed two volunteers to fill the remaining terms. Those residents are Joanne Rose and Tom McCombs. It was asked if any further nominations would be made from the floor. There being none Mr. Morton made a MOTION to accept the appointments to the Board, seconded by Maxine Helmers, all approved.

To finish the siding on building "C" same price as "F". Problems caused by lack of flashing. Mr. Morton made a MOTION to finish new siding, seconded by Ralph Rose, all in favor.

A management contract is being considered. Two proposals have been received. The Joseph Group proposal is the low bidder. The contract would increase assessment by \$7.50 but would supply the association with round the clock management services. There was a lengthy discussion of the pros and cons of having management service and the costs. It was decided to have the contract reviewed by the attorney. A MOTION was made by Jim Morton to accept the contract with one revision and the review of the attorney, seconded by Ralph Rose, all approved

MOTION by Jim Morton to place the two bids in the minutes, seconded and approved by all.

MOTION by Joanne Rose to purchase table and lounge chairs with Citrus Land Development to contribute \$150.00 of the cost, seconded by Maxine Helmers, all approved.

It was suggested that copies of the minutes be sent to each resident. The additional postage is a small amount compared to the goodwill of the community.

Revision of Rules and Regulations were presented regarding pool use by guests and the placement of trash other than in the cans provided. Jim Morton made a MOTION to accept the revision, Joanne Rose seconded, all approved.

August 11, 2003

The revision will be sent in the mail by September 1, 2003 along with the letter inviting nominees for the Board of Directors. Nominations must be in place by November 1, 2003 for voting at the annual meeting.

Agreement with the Developer regarding docks and questions raised by Jim Sleeth who was not at the meeting were presented. They will both be discussed at the next meeting.

City of Inverness is responsible for roads. Pot holes at entrance need to be repaired. Linda Deptola will call city but everyone can call as the more call the city get the soon they will respond.

Jim Morton made a MOTION to spend \$500.00 to clear out sides of all docks to reclaim and harvest each side of each dock, seconded and approved by all.

At this time there being no further business to bring before the Board a MOTION was made by Tom McCombs to adjourn, seconded, all approved.

Submitted for the Secretary of the Association
Minutes are in draft form until approved at the next meeting.

**PRITCHARD ISLAND HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
SEPTEMBER 8, 2003 MINUTES**

The meeting was called to order by Ralph Rose. Directors present were Ralph Rose, Joanne Rose, Maxine Helmers, Jim Morton and Tom McCombs. Several resident members were in the audience.

First order of business was the minutes of the last meeting, August 11, 2003. After discussion and correction a MOTION was made by Jim Morton, seconded by Maxine Helmers, all approved

UNFINISHED BUSINESS:

Much work had taken place to correct the leaking problems. Roof at 834 is corrected; leaks in building "C" have been stopped. Other units are being worked on.

It was noted that West Coast Insurers will attend the meeting in October to explain the association's policy and what is cover. Good opportunity to get questions answered.

Law suit filed by John Manning has been settled with the insurance company.

Damage to the pool steps had been noted by the Board and repaired by Mr. McCombs, Board member.

The new chairs for the pool have been picked up. A \$10.00 discount was given on each chair to the pleasure of the Association.

Jim Morton began a discussion on the budget process for next year. Mr. Morton pointed out that CD funds are reserve allocated and can not just be moved. Proper planning and approval is necessary to borrow the reserve funds with interest and a plan to pay them back. Need to prepare budget as soon as possible. Need to prepare for future. Current budget is under needs and future expenses must be allocated for. Problems with siding have been unexpected and catastrophic. The Annual meeting is in November and it is past time to be working on the budget. Meeting needs to be scheduled for this week could be as soon as Friday. Meeting was scheduled and notice is to be posted at pool. MOTION by Ralph Rose was made to hold budget meeting on Friday, September 12, 2003 at 5:00 PM, seconded and approved. A budget workshop is scheduled, Board will approve budget at regular meeting and Annual meeting must be scheduled for November. It was decided to wait on signing management contract until new budget is ready, increase would be \$5.00 for full management.

SEPTEMBER 8, 2003

November 12th to the 14th will be dates scheduled for regular Board Meeting and Annual Membership meeting. Need to schedule with church as soon as possible. At this point a MOTION was made by Jim Morton to table management contract consideration until budget matters are resolved, seconded and approved by all.

Mr. Morton pointed out matter of individual docks for which he presented a memorandum to the Board a few meeting ago. These docks would be adjacent to building I, J & K. A Memorandum of Agreement was to be reviewed by Mr. Perrin the Association attorney. Mr. Morton would like this completed by next meeting and he would like to add building H. The docks would be paid for by the individual owners but when built could be used by any member with the stipulation that only the owners in the five buildings could dock boats there. The advantage to the Association is docks become theirs after the homeowner pays to construct. Everyone pays fees to maintain docks now. All Associations in Pritchard Island will pay for maintenance of dock. MOTION by Ralph Rose to notify Don Perrin to review agreement as soon as possible and to accept this Memorandum of Agreement, seconded by Joanne Rose, all in favor.

A dumpster was promised and reason for delay was addressed by Mr. Morton. By the end of September the dock construction will commence. Once complete the dumpster and parking spaces will be put in place. It was necessary to wait on dock construction to assure proper placement of dumpster. Mr., Morton explained rights in common area. Some are exclusive to unit owners only. Some members have both homes and units and have common rights in both areas. Best solution is to be neighborly avoid problems.

Mr., Morton submitted the answers to questions raised in a July 5, 2003 letter from Bill Bilinsky the developer's attorney. Placed in record.

Affidavit for bank needs to include date when Wayne and Holly Martin went off the Board. Need copy of minutes where new Board members appointed. As a matter of clarification it was established that the date of the Minutes, July 14, 2003 will be used as the resignation date for Wayne and Holly Martin. This will satisfy the requirements of the Patriot Act to which the bank are subject.

NEW BUSINESS

Questions are raised regarding motorized scooters. Police department says they are legal. Older residents are concerned about safety of young riders. The parking lot is really not a safe place to ride a scooter without helmets or safety equipment. Mr. McComb believes the situation is blown out of proportion. Spoke with kids riding and asked them to be more careful and to ride in front of his unit. The scooters are noisy. Most concern is for safety. Not allowed to ride in pool area. Everyone concerns must be address.

Resident complained about water usage by sub contractors. Contractors have been notified to get water from pool area and not individual homes.

Liability to the Association was brought up as regards proper numbers on doors for emergency purposes. Even if funds are not available to paint doors numbers should be put in place. No more important issue than safety.

Need committee to look at safety issues. Plastic in landscape areas needs to be replaced with timbers and docks should be pressure washed or bleached to remove mold. Mr. Rose will check with handyman on cost.

Area when resident twisted ankle was addressed. Safety hazard must be removed as soon as possible. Work is scheduled.

Docks behind some units have grass growing through them and nails are popping. One solution is to turn boards over and screw them in. Handyman can do that. Get rid of tires along water. Can not put in dumpsters. Can have handyman haul away. All safety items need to be addressed in a timely manner.

There being no further business to bring before this Board a MOTION was heard to adjourn, seconded and approved.

Submitted by the Secretary of the Association
Minutes are in DRAFT form until approved at the next meeting.

PRITCHARD ISLAND HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
OCTOBER 13, 2003

The meeting was called to order by Ralph Rose. Directors present were, Maxine Helmers, Ralph Rose and Jim Morton and Joanne Rose. Tom McCombs was absent. Several resident members were in the audience as well as Linda Deptola for Joseph & Company. A quorum was established.

Jim Morton read the minutes of the last meeting. Ralph Rose made a MOTION to accept the minutes as read, seconded by Maxine Helmers, all approved.

At this time Byron Costly and Catherine Maynard of West Coast Insures gave a presentation on the Associations Insurance Policy. They answered questions and described the insurance coverage the association has. The Board is in budget consideration and is interested in any additional coverage that may be needed and the costs. Business liability could be increased to \$5 million. Mr. Morton asked if coverage is sufficient to cover upgrades in building codes. Law and Ordinance coverage would pay for that. Mr. Costly will prepare proposal for budget. Workers Compensation was discussed. It is not provided by our company but it was emphasized how important it is to have workers comp on record for anyone who works on Pritchard Island property. As an employer you are liable for cost incurred if the worker does not have proper coverage. MOTION by Mr. Morton to check for proper coverage from all suppliers and to get "hold harmless" agreements, Seconded by Maxine Helmers, all approved.

UNFINISHED BUSINESS:

Leaks have been repaired in 840, 846, 852, 872. The dock has been repaired between C & D buildings.

Mr. Morton presented the approved and corrected memorandum for new docks adjacent H, J and K buildings. He made a MOTION to sign and approve the memorandum, seconded, all in favor.

NEW BUSINESS:

Unit 872 reported water leak, found bad water heater and roof leak in back bedroom. Roof leak will be repaired at a cost of \$300.00. The skylight in 817 leaked and unit 886 has a leak. The estimate to fix is ~~\$900.00~~. Residents must notify Association as soon as possible regarding leak problems.

Wayne Martin (#898) had an accident involving the retaining wall at his unit. The ground against the wall gave way and his leg went in a hole. He sustained some abrasion on his leg and requests that the wall be repaired. It was recognized as a

\$1000⁰⁰ - correct

Mannay John @ aol.com
Tommy MacCombs @ yahoo.com

safety hazard and will be fixed. One of the residents in attendance was asked to do a "safety check" of the whole complex to look for other areas that could result in problems.

Building E must be moved up in the siding schedule. The estimate for Windows and Siding Unlimited is \$19,800. Ralph Rose made a MOTION to have the work done, seconded by Jim Morton. Discussion on the motion involved money to pay for repair. Suggestion is to borrow \$20,000 from roofing reserve out of the CD that is maturing in two weeks. Pay back in six years at 3% interest. MOTION reworded by Mr. Morton to include "subject to final Budget \$20,000 will be borrowed from roofing and paid back over six years at 3% interest, seconded and approved by all.

Question as to City inspector being out to inspect work just completed. Answer, yes and they signed off on permit.

Comments on budget for 2004. Increase should be \$5.43 per unit. Pool care will not increase for 2004. Next increase will be in 2005, it was to go up \$10.00 per month but Mr. Rose negotiated for same price. Mr. Morton stated MOTION to accept pool company contract, seconded and approved by all.

Mrs. Rose pointed out that all document relating to Pritchard Island deed restrictions are available on line and can be printed out. MOTION by Mr. Morton to make list part of the minutes, Ralph Rose seconded, all approved.

Mr. Sleeth was recognized and pointed out that master insurance policy leaves inside liability, contents and any additional building protection the responsibility of the unit owner. This is just a reminder. Mr. Rose thanked Mr. Sleeth for all his help with association matters.

Mr. Morton wanted the suggested guidelines for insurance relating to liability, contents, flood and additional insurance included in the minutes. Should contact your local agent for recommendation and amounts.

A MOTION was made by Jim Morton to repair unit #844 for a cost of \$520.00. seconded and approved.

There being no further business to bring before this Board it was announced that the next meeting would be November 10, 2003. MOTION was made to adjourn by Maxine Helmers, seconded and approved.

Prepared for the Secretary of
The Association, Joanne Rose.

Minutes are in draft form until approved at the next meeting.

Instrument Number	Book/ Page	Date Filed	Document Type	Name Type	Indexed Name	Other Names	Name Type	Other Party	Other Names	Legal Description
1 701834	921 / 2217	01/15/1992	RES	R	PRITCHARD ISLAND	✓	E	TO WHOM IT MAY CONCERN		DECL REST PRITCHARD ISL
2 804977	1025 / 1998	03/23/1994	RES	R	PRITCHARD ISLAND	✓	E	TO WHOM IT MAY CONCERN		& REST DECL REST OR BK 687 PG 929 PT GOV L6 SEC 8 19S 20E W/EASE ETC
3 939765	1167 / 105	01/20/1997	RES	R	PRITCHARD ISLAND	✓	E	TO WHOM IT MAY CONCERN		WITH AMD TO AMD DECL REST OR BK 1025 PG 2029 ETC
4 432747	687 / 929	12/19/1985	RES	R	PRITCHARD ISLAND HOMEOWNERS ASSOC	✓	E	TO WHOM IT MAY CONCERN		DCL PRITCHARD ISL SEC 8 9 19S 20E ETC W/EASE
5 701834	921 / 2217	01/15/1992	RES	R	PRITCHARD ISLAND HOMEOWNERS ASSOC	✓	E	TO WHOM IT MAY CONCERN		DECL REST PRITCHARD ISL
6 1014380	1246 / 1273	06/02/1998	RES	R	PRITCHARD ISLAND HOMEOWNERS ASSOC		E	TO WHOM IT MAY CONCERN		CTF RST PRITCHARD ISLAND
7 939765	1167 / 105	01/20/1997	RES	R	PRITCHARD ISLAND HOMEOWNERS ASSOCI	✓	E	TO WHOM IT MAY CONCERN		WITH AMD TO AMD DECL REST OR BK 1025 PG 2029 ETC
8 1156354	1388 / 1291	10/16/2000	RES	R	PRITCHARD ISLAND HOMEOWNERS ASSOCI	✓	E	TO WHOM IT MAY CONCERN		PRITCHARD ISLAND
9 1156354	1388 / 1291	10/16/2000	RES	R	PRITCHARD ISLAND PROPERTIES INC	✓	E	TO WHOM IT MAY CONCERN		PRITCHARD ISLAND

Location of recorded Deed Restrictions.
This information can be found at:
www.clerk.citrus.fl.us

Please note:
Be a good neighbor and clean up after your pet.
Also pay attention to where you park. Parking spaces are assigned so please park only in the ones assigned to your unit.



PRITCHARD ISLAND HOMEOWNERS, INC.
P.O. Box 1297, Inverness, FL 34451

**NOTICE OF SPECIAL BUDGET MEETING OF THE BOARD OF DIRECTORS AND
THE ANNUAL MEETING OF THE PRITCHARD ISLAND HOMEOWNERS' ASSOCIATION INC.**

October 22, 2003

Dear Pritchard Island Unit Owner:

**You are hereby notified that the Special Budget Meeting, Annual Meeting and
November Board of Directors Meeting will be held on:**

Date: Monday, November 10, 2003
Time: 6:15 P.M.
Place: First Presbyterian Church of Inverness
State route 44 East and Washington Avenue
Inverness, Florida

**The purpose of the Budget Meeting is to set the amount of the annual assessment
to be paid monthly in 2004. In accordance with the By-Laws, the Board is charged with the
responsibility of setting the amount of the assessment, and the open budget meeting format
gives interested homeowners the opportunity to comment prior to the Board making a final
binding decision.**

**At the conclusion of the Budget Meeting, the Annual Meeting of the Pritchard Island
Homeowners' Association, Inc. will be convened. The results of the mail ballot election of
the Board of Directors will be announced.**

**At the conclusion of the Annual Meeting, the Regular Monthly Meeting of the Board
of Directors will be convened at which time the officers of the Association will be elected
for the coming year.**

**For unit owners unable to attend the Annual Meeting, we have enclosed a proxy form
with a stamped, self-addressed envelope. Please return your proxy as soon as possible.**

Joanne Rose, Secretary
on behalf of the Pritchard Island
Homeowners' Association, Inc.

**PRITCHARD ISLAND HOMEOWNERS ASSOCIATION, INC.
ANNUAL MEETING
NOVEMBER 10, 2003**

The purpose of the Annual Meeting of the Pritchard Island Homeowners Association is the election of Directors. There was a quorum present in person or by proxy. Mr. Sleeth explained the procedure to the members present. Ballots are sent out by mail and were counted prior to this meeting by the election committee in the presence of an impartial witness and the persons running for the Board. The sealed envelopes were opened in plain view and votes tallied. Mr. Sleeth gave the results to Mr. Rose. The following were elected to the Board of Directors for the year of 2004.

- **Ralph Rose**
- **Joanne Rose**
- **Maxine Helmers**
- **Tom Mc Combs**
- **Jim Morton**

Mr. Rose asked for questions. There being none a MOTION was made to adjourn the Annual Meeting by Jim Morton, seconded by Joanne Rose, all approved

Submitted by,

Joanne Rose, Secretary

Minutes are in draft form until approved at the next meeting.

PRITCHARD ISLAND HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
NOVEMBER 10, 2003

The meeting was called to order by Ralph Rose. Directors present were Maxine Hellmers, Ralph Rose and Jim Morton and Joann Rose and Tom McCombs. This meeting followed the Budget Meeting and the Annual Meeting. There were many residents present. A quorum was established.

Jim Morton read the minutes of the last meeting. There was one correction by Ralph Rose, the roof repair mentioned was \$1000, not \$900. Joann Rose made a MOTION to accept the minutes as read, seconded by Jim Morton, all approved.

The first order of business was the election of Officers for the year 2004. Ralph Rose was nominated for President, Tom McCombs was nominated for Vice President, Maxine Hellmers was nominated for Treasurer, Joann Rose nominated for Secretary and Jim Morton as Director at Large. All nominations were accepted and seconded, all approved. This is the Board of Directors for 2004.

The second order of business was the approval of contracts for the year 2004.

1. Neat and Tidy Lawn Service was approved by MOTION of Tom McCombs, seconded and approved by all.
2. Pest Control, Stype Pest Control for Termites and Neat and Tidy for landscape was approved by MOTION of Joann Rose, seconded and approved by all.
3. Louise Clemmons will continue to clean the pool area. This was approved by MOTION of Joann Rose, seconded and approved by all.
4. Citrus Pool Service, pool cleaning/ maintenance, approved by MOTION of Jim Morton, seconded and approved by all.
5. Joseph & Company Accounting services approved by MOTION of Joann Rose, seconded and approved by all.

The lawsuit (Ad Hoc Committee v. Pritchard Island HOA)(Case No: 2001-CA-1655) cost the association \$3,062.50. The suit was dismissed on October 13, 2003.

The CD for \$92,000 at Capital City Bank was cashed in and distributed as follows;

- CD in the amount of \$23,786.78 at Capital City Bank, matures 11/27/05
Rate: 1.98%, Yield: 2.00%
Names on CD: Ralph Rose, Tommy McCombs, Joann Rose and Maxine Hellmers
- CD in the amount of \$25,000 At Capital City Bank, matures 11/27/06
Rate: 2.96%, Yield: 3.00%
Names on CD: Ralph Rose, Tommy McCombs, Joann Rose and Maxine Hellmers
- The amount of \$35,000 was put in the general fund to pay for siding

There is another CD which matures next year in the amount of \$52,000. There was a loan procured against the \$92,000 CD due to emergency repairs. Capital City Bank made it easy for the Association to borrow the money, there were no penalties and the loan is paid off.

Proof of insurance has been collected from owners who had not turned in the information. Bob Clemmons did a walk through of the community for safety hazards. He found a broken line which has been repaired. We are getting bids to remove the black plastic along the plant beds. The following units have received notice of violations: 890 ran over a trash can and has agreed to pay for it, 826 had three dogs, was dog sitting and won't happen again. Unit 872 got written notice to pick up after their dog.

Unit 898 had a plumbing problem that was repaired by Don's Plumbing.

Units ^{collect} 490, 360 and 240 have received notice from the attorney. If past due assessments are not paid liens will be recorded. Legal fees are charged back to the homeowner. Joseph & Company was asked to check to see if late fee is being added along with interest on late payment.

The key to the safe deposit box is missing. New keys will be purchased and they will go to the President and Treasurer. Joseph & Company is sorting through old files for safe keeping.

There was a request for vinyl windows by Bob Clemmons. By MOTION of Jim Morton this request was approved, seconded by Tom McCombs, all approved.

Questions regarding screen doors were answered. All screen doors must be white. Comments were made regarding the entrance road to Pritchard Island. The City of Inverness must patch. Holes are due to heavy equipment using entrance and bad weather. City needs to be notified of increasing problem.

E-mail was suggested as a way of distributing the minutes.

Jim Morton was recognized and thanked for building the new pier.

The need to keep Pritchard Island well landscaped and beautiful was mentioned. A reserve has been started for an irrigation system.

There being no further business to bring before the Board a MOTION was made by Joann Rose to adjourn the meeting, seconded by Maxine Helmers and approved by all.

Submitted by:

Joann Rose, Secretary

Minutes are in draft form until approved at the next meeting.

Pritchard Island Home Owners Association
11/2003

quest to Linda

Old Business

Ball Playing between the Building, several resident have complained and there has been damage to dryer vent.

Contracts and Permits:

EPA, Aquatic Plant Management Permit Renewal Expiration Date:
10/11/2006

Proof of Insurance from: Jessie Paradiso and Keith Miller

The handyman ^{Has} ~~Will~~ Stanton fixed the hole by Holly and Wayne Martin unit.

Bob Clemens is doing a safety check around the building, and noticed that the sewer line, across from house 837 was broken some one drove over it and since no saw or came forward the Association paid for it, the repair has been done by Don's Plumbing. Thank you Bob.

New Business

Unit 888 had interview new renter.

Unit 890 trashcans and cement will be repaired at the owner expense.

Unit 826 had three dogs/ was dog sitting, and not picking up after them, a verbal notice was given given to the renter and a written letter was sent to the owner and renter.

The Open sewer line across from 837 was ran over by a car, it was fixed by Don's Plumbing.

Unit 898 had a plumbing problem it was fixed by Don's Plumbing did have to call Don's Plumbing three times.

Unit 872 Verble and written notice about not picking up after the dog.

Trash Cans are being destroyed by the people who pick up the trash. Rose has called the City Managers office, Mr. Giovanni to help with the problem. Rose also contacted Waste Management and Public Works no one could help.

Attorney, Late assessment of three residents:

- 4 months \$ 490.00 customer ID # for Joseph and CO d006
- 3 months \$ 360.00 customer ID # for Joseph and CO f003
- 2 months \$ 240.00 customer ID # for Joseph and CO e008

1.50/mo

860, 888, 882

ask Joseph to adv. to on 1 month delinquent notice

~~What did~~
Attorney, Fine of \$ 100.00 was not paid by unit 886, a lein was put against the unit.

Attorney, the cost fees by lawyer suite Ad Hoc Committee v Pritchard Island HOA was \$ 3,082.50.

New CD's were purchased by Ralph Rose President and Maxine Hellmers

1. \$23,786.78 at Capitol City Bank

Matures 11/27/05

Rate 1.98%

Yield 2.00%

Names on CD: Ralph Rose, Tommy McCombs, Joann Rose and Maxine Hellmers

2. \$ \$25,000.00 at Capitol City Bank

Matures 11/27/06

Rate 2.96%

Yield 3.00%

Names on CD: Ralph Rose, Tommy McCombs, Joann Rose and Maxine Hellmers

Safe Deposit at Regions Bank

The 2 keys can not be located; it will cost \$ 100.00 to rekey the box. The following are the names listed on the safe deposit box, Ralph Rose, Tommy McCombs, Joann Rose and Maxine Hellmers.

The Seal for Pritchard Island is also missing; it is believed to be in the Safe Deposit box.

All the Paper work from the association is at Joseph and Co. and will be review and documents that do not need to be kept will be shred, to keep the cost down Joann Rose has volunteered to shred. Joseph and co. has the space to keep the paper.

PRITCHARD ISLAND HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
DECEMBER 8, 2003

The meeting was called to order by Ralph Rose. Directors present were Maxine Helmers, Ralph Rose and Jim Morton and Joann Rose and Tom McCombs. This meeting followed the Budget Meeting and the Annual Meeting. One resident was present as well as Linda Deptola, Joseph & Company.

Jim Morton read the minutes of the last meeting. There was one correction to the minutes regarding unit numbers. "Units 860, 888, 882 have received notices from the attorney on delinquencies". Joann Rose made a MOTION to accept the minutes as corrected, seconded by Maxine Hellmers, all approved.

It was mentioned that a 15% interest penalty is added to all assessment 30 days past due. Notices are sent out by Joseph & Company.

Building "C" siding problem has been corrected. Neat and Tidy is estimating the cost to remove the black landscape plastic. Red Tip trees/shrubs that have died, will be removed and replaced in the spring.

Three bids were received on painting of front doors. They were from:

Bryan Read Painting	\$4,200 for 56 doors
Painting Specialist	\$5,040 for 56 doors
Barry Mc Combs	\$40.00per door, 56 doors, \$2,240

After discussion a MOTION was made by Jim Morton to accept the proposal of Barry McCombs with the stipulation that he provide license and insurance within seven days, seconded, all approved.

Violation letters have been sent to 894 for parking a motor cycle on the sidewalk and having commercial lettering on a vehicle. Unit 886 received a letter concerning children playing between the buildings.

Rose Eshelman has resigned from the Violation Committee. She was sent a letter of thanks for her hard work. Holly Martin has agreed to serve on the Violation Committee.

Mr. Morton read a request from 868 to place a patio in back. A request for a patio was also received for a patio outside 846. Both were approved. The MOTION was made for approval by Jim Morton, seconded by Joann Rose, all approved.

It was suggested that approval letters as standard include the reminder that if work requires a permit from the county the owner is responsible for get insurance and license information from the contractor. Contractors hired by owners must behave in a workman like manner.

DECEMBER 8, 2003

A flyer was passed out to owners looking for volunteers for the Violation Committee. As mentioned Holly Martin volunteered. The flyer also noted the days that garbage collection will take place during the holiday season. There will be no trash pickup on Christmas or New Years Day.

A discussion of the cost of clerical work occurred. One of Jim Morton's employees offered to do clerical work for \$12.00 per hour. The discussion was necessary because the accounting firm has changed their rates for what the Board considers clerical work. Joann Rose is happy with the relationship that has developed with Linda Deptola of Joseph & Company. Linda addressed the Board and promised to make her services cost effective and in favor of the association. Jim Morton made a MOTION to continue with the clerical work provided by Linda Deptola, seconded by Joann Rose, all in favor.

Some damage in the area of unit 924 was discussed. Mr. McCombs has contacted the trash hauler who caused the damage and is waiting for a call back.

Jim Morton presented the Articles of Incorporation for the Sub Association of Pritchard Island. They are ready to be sent to the State if the Board is satisfied with the document and it has been reviewed by their attorney. MOTION by Ralph Rose to approve the document and proceed to file with the State, seconded by Joann Rose, all approved.

A meeting of the Gospel Island Association (inside circle of Pritchard Island) will be arranged for January.

Jim Morton discussed the four new docks. They are being paid for by the new owners of units in Sub Associations but when complete can be used by all residents. Only the owners of the new units may park boats at these docks. An approximate 100' dock will be built by the developer with a dumpster near the entrance. This will be for all the residents of the associations in Pritchard Island. An inventory of boats owned by residents is being prepared by Mr. McCombs. This will insure that no one is abusing the dock privileges. The dumpster will be in place as soon as possible. It will be useful for boat trash and moving boxes. It is not for household garbage.

There being no further business to bring before this Board a MOTION was made by Jim Morton to adjourn, seconded by Joann Rose, all approved.

Submitted by:

Joann Rose, Secretary
Board of Directors

Minutes are in draft form until approved at the next meeting.

Pritchard Island Home Owners Association
12/8/2003

New Business

Joseph and Co will add 15% on all accounts with any amount 30 days deliquent. Don Parren the attorney was called and he agreed.

A copy of the aging report was given to all directors at this meeting.

Window and Siding completed Building E

Roofing Problems:

Siding Problems: Building C has a loose piece of flashing behind the koops lo and a squirrl is pulling at the siding, Keith Miller was call and Jessie is check it out 12/8 or 12/9.

Neat and Tidy removed some of the land scape trim around the building for safty, a bid will be given to replace with land scape timers and it will be done in Jan or Feb 2004, that's when mulch is put down.

Also the red tips on the bushes around the building are die or dead they can be pulled out now and replaced in the spring with a different kind of shrub.

Painting the doors: Five contractors were call and two responded

Will Stanton gave a bid but he did not renew his lic see copy from City of Inverness

Brian Reed's Home Repair he is lic. And has insurance see copy of Insurance and paper work from Insurance co. see copy of bid ^{4,200.00}

Barry Mccombs no lic or insurance at this time. See copy of bid

New Resideng at Building D unit 3 Ms. Cooper, Unit 856
New Resident at Building E unit 4 Karen Elzinga Unit 924.

Violition Letters sent this month:

Unit 894 motorcycle parked on the sidewalk and behind the building.

Unit XXX Ball playing still continues between the buildings same children.

Unit 894 Commerical Lettering on a vecile.

Rose Eshlim resigned this month, please thank her for her years of service

A flyer was sent out to the communittee asking for volenteers Holly Martin said she would be glad to vollenteer she has a PC and is filinilar with the rules and letters.

A flyer was also sent out regarding no trash pick on Christmas and New Year

Linda Depola

Cecilia

27 years experience in Telecommunication as a Project Manager.
Secretary of past Homeowners Associations
Current position - Assistance to Jim Morton Broker J.W. Morton Real Estate.

Old Business

Ball Playing between the Building, several resident have complained and there has been damage to dryer vent.

Contracts and Permits: