

PRITCHARD ISLAND HOMEOWNERS' ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING  
JANUARY 21, 2008

The Pritchard Island HOA was called to order at 6:10 PM by President, John Siefert at the Island Office. Other Board Members present were Sam Gumbel, Treasurer and Bob Clemens, Director.

MINUTES: Motion was made by Sam Gumbel to accept the Minutes of the Meeting of November 19, 2007. Bob Clemens seconded it. Motion carried.

TREASURER'S REPORT: Sam Gumbel reported that a \$50,000 CD has matured and he renewed \$25,000 at Colonial Bank. The balance of \$25,000 was placed in a money market at Colonial Bank in order to provide cash to pay the property insurance in full for the year. This enables a savings of approximately \$3150.00 in interest that would have been paid to the insurance company. After deducting the amount of interest a \$25,000 CD would have paid, there is a net savings of approximately \$900.00. President, John Siefert recommended that the insurance be paid in full for the year as proposed by Sam. Motion was made by Sam and seconded by John. Motion carried. Sam reported that income has been collected as planned and expenses are running below budget.

Docks: Sam made a motion to get two estimates on replacing the floating dock. Bob Clemens seconded it. Motion carried.

Violations Committee: Rose reported that there have been problems with children riding bikes and causing damage by going through bushes and on garbage cans. This situation will be discussed at the SAPHIA meeting for possible solutions.

Pressure Washing: Bob Clemens reported that the fence has been pressure washed and painted. The results are good. The pressure washing of the docks was discussed. Henry Trochez Painting gave an estimate of \$1,800.00 to pressure wash the docks. Sam made a motion to have the work done. Bob seconded the motion and it passed.

OLD BUSINESS:

Front Entrances: Sam reported that Jeff from Neat N Tidy has removed the back portion of bushes from the fence on the east entry. He recommended that plants, irrigation and possibly lights be added to the entrances. An estimate of \$1,000.00 has been received for the plants. He offered to work out a formula for the three associations to contribute their fair share to get the work done. A motion was made by Sam and seconded by Bob to get an estimate for this work. Motion passed.

Boats: Sam reported that all the old boats except two have been removed from the docks. Of the two that are left, one will be hauled away by Jeff. The Board will wait to see if any owner comes forward for the Jon Boat that is chained to Dock 4.

Pool Ladder: Sam reported that the pool ladder has pulled away from its base on the pool wall. He made a motion to have it repaired. Motion was seconded by Bob and passed. Sam also mentioned that we had been cited for a rusty wing nut on the pool pole. Bob will fix it.

#### NEW BUSINESS:

Roof Leak Damage: Barry Warner, of Unit 908, wrote a letter asking the Association to pay for damage inside his unit that was caused by a roof leak. A discussion followed and it was decided by the Board that the unit owner is responsible for damage inside the unit and the Association should not pay for this type of claim. A motion was made by Sam and seconded by John not to pay this claim. Motion passed unanimously.

Landscaping Contract: Sam reported that a new three-year contract has been signed with Neat N Tidy with a 3% increase each year.

There being no further business, the meeting was adjourned at 7:00 PM.

Respectfully submitted,

Sam Gumbel, Treasurer

PRITCHARD ISLAND HOMEOWNERS' ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING  
February 18, 2008

The Pritchard Island HOA was called to order at 6:05 PM by President, John Siefert at the Island Office. Other Board Members present were Sam Gumbel, Treasurer and Bob Clemens, Director.

MINUTES: The minutes of the previous Board Meeting of January 21, 2008 were read. There were no corrections to the minutes and a motion was made by Bob Clemens to accept them. John Siefert seconded it. Motion carried unanimously.

TREASURER'S REPORT: Sam Gumbel gave the Treasurer's Report. It was noted that there is a balance of approximately \$25,572 left in the reserve money market account after approximately \$47,000 was put into the operating account to prepay the insurance. A few HOA accounts are late, and action has been taken to collect the funds. \$9,782.00 has been collected in interest in CDs and money market over the past two years. The profit and loss for the month of January shows a profit of \$500.00. It was motioned by Bob and seconded by John to approve the Treasurer's Report. Motion carried unanimously.

Violations Committee: It was reported that a green Metro vehicle has been parked by Unit 872 for two weeks and has an expired tag. Also, Unit 862 has two signs in the window, one is a For Sale sign and one is a For Rent sign.

OLD BUSINESS:

Front Entrances: Since the clean up of the primary entrance, the "Island" part of the sign has deteriorated and is falling apart. Sam is to get an estimate on replacing it. Bob is going to get an estimate for lights and irrigation for the second entrance. This issue was tabled until the next meeting.

Plants Around Garbage Cans: The new plants look good, but the old plants have died. It is suspected that the spray used by the landscaping company is to blame. Jeff will test the dead plants to see what caused the damage.

Boats: Sam reported that there are still two old boats left by Dock 4, one will be hauled away by Jeff. No owner for the Jon Boat locked to the dock has come forward. A motion was made by John to have Jeff remove the boat. Motion was seconded by Bob and carried unanimously.

Pressure Washing Of Docks: The docks look great after being pressure washed. The floating dock will be replace this year, but only when the water level is up.

Pool Ladder: Sam reported that the pool ladder has been secured to its base on the pool wall. The rusty wing nut on the pool pole has been replaced.

Roof Leak Damage: A discussion of whether the Association was responsible for inside damage to a unit from roof leaks was renewed after Sam reported that the documents state that the HOA is responsible for this damage. It was unclear who is responsible for the deductible. The Board unanimously rescinded the previous decision not to cover this damage. Sam will research the question on who is responsible for the deduction.

NEW BUSINESS:

Damage to Skylight: Mike Hensley of Unit 910 reported ceiling damage from a leak in the skylight. Sam will check the damage in the unit and report back to the Board of Directors.

Management Contract: The possibility of retaining a management company was discussed. One estimate for a management company was for \$16,000.00 per year. This includes bookkeeping. Sam gave a proposal to take over the management of the Association for \$450.00 per month plus \$50.00 in expenses per month. The Board decided to table any decision on this issue until the new Board is elected.

There being no further business, the meeting was adjourned at 7:05 PM.

Respectfully submitted,

Sam Gumbel, Treasurer

PRITCHARD ISLAND HOMEOWNERS' ASSOCIATION, INC.  
MEMBERS MEETING  
February 18, 2008

The Pritchard Island Annual Members' Meeting of the HOA was called to order at 7:05 PM by John Siefert at the Island Office.

MEMBERS PRESENT: There were 10 members present and 22 proxies. This represented a quorum and business could be conducted.

NOMINATIONS: There were five nominations for five director positions on the Board of Directors. These were as follows:

John Siefert  
Bob Clemens  
Sam Gumbel  
Holly Martin  
Mary Engel

Since there were only five nominations for the Board, the new Board will be made up of those nominees listed.

There being no further business, the Members Meeting was adjourned at 7:15 PM.

Respectfully submitted,

Sam Gumbel, Treasurer



PRITCHARD ISLAND HOMEOWNERS' ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING  
FOLLOWING MEMBERS MEETING  
February 18, 2008

The Pritchard Island Member's Meeting of the HOA was called to order at 7:15 PM by Director, John Siefert at the Island Office.

The new Board of Directors was elected by the Membership at the Members Meeting of February 18, 2008. The new Board is as follows:

John Siefert  
Bob Clemens  
Sam Gumbel  
Holly Martin  
Mary Engel

A motion was made by Bob Clemens and seconded by Sam Gumbel to appoint the following directors as officers: John Siefert, President; Holly Martin, Vice-President; Mary Engel, Secretary; Sam Gumbel, Treasurer. Motion carried unanimously.

COMMITTEES:

The heads of the three committees are as follows:

1. Maintenance Committee-Bob Clemens, Jim Edwards.
2. Violations Committee-Rose Eshelman, Ron Klish, Don Quenel.
3. Screening Committee-Maxine Hellmers, Rose Eshelman.

NEW BUSINESS:

Management Company: The Board discussed the two proposals for a management company for the HOA. John Siefert made a motion to accept Sam Gumbel's proposal for \$450.00 per month plus \$50.00 in expenses per month for a total of \$500.00 per month. It was further motioned that the contract be reviewed in 90 to 120 days. Contract to begin on March 1, 2008. Bob Clemens seconded the motion and it was carried unanimously. A motion was made by John Siefert to use reserve funds to pay for the management services this year. No additional assessment is to be made to the members this year. Bob Clemens seconded the motion and it was carried unanimously.

There being no further business, the Members Meeting was adjourned at 7:35 PM.

Respectfully submitted,

Sam Gumbel, Treasurer

PRITCHARD ISLAND HOMEOWNERS' ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING  
MARCH 17, 2008

The Pritchard Island HOA was called to order at 6:08 PM by President, John Siefert at the Island Office. Other Board Members present were Mary Engel, Secretary; Sam Gumbel, Treasurer; and Bob Clemens, Director.

MINUTES: Motion was made by Sam Gumbel to accept the Minutes of the Meeting of February 18, 2008. Bob Clemens seconded it. Motion carried unanimously.

TREASURER'S REPORT: Sam Gumbel gave the Treasurer's Report and reported that there was a \$7,400.00 loss for the month of February due to a payment for insurance. This will balance out in the months to come. A few members are behind on their maintenance payments. John made a motion to accept the Treasurer's Report. It was seconded by Bob and carried unanimously.

MANAGEMENT REPORT: Sam gave the following report:

Siding Damage: Siding popped on several buildings. A contractor was called to do the work and it was completed.

Shrubs: Sam met with Jeff regarding Spanish moss on shrubs and bushes. A spray will be applied. Jeff removed a dangerous stump.

Debris: There are old pots, trash and other debris in the planter by Unit 880. Jeff has been instructed to remove the items from the planter.

Insurance Payment For Unit Interiors: A final insurance payment of \$8,900.00 was paid on March 13<sup>th</sup> to cover any damage that may occur inside a unit from an outside source. There is a \$1000.00 deductible that the owner pays before the Association takes over.

Unit Keys: Sam reported that Number 4.6 on page 7 of the documents gives the option to the Board to collect keys for each unit in case emergency entry is needed. A discussion followed regarding owner resistance to this action. A motion was made by Bob not to collect keys. Mary seconded the motion and it was unanimously passed not to collect keys from owners.

Update of Files: Sam reported that he would like to have Bottom Line mail out a form to each owner to update the files on any owner address or telephone changes. The form also asks for information on who is occupying the unit and whether the occupants have been screened. This would insure that all occupants understand the rules and regulations of the Association. He has included a letter of introduction for the Management Company and copies of the Minutes of the last few Board of Directors meetings. A motion was made by Bob and seconded by John to allow Sam to send out the information after a few minor changes were made. Motion carried unanimously.

Trash Cans: There is an on-going expense for damage to garbage cans and lids caused by the both the garbage company and others. The lids alone cost \$65.00 to replace from the company in New York where they were originally purchased. Five have been previously bought. Sam will

research getting the handyman to repair the cans and lids and to repair damaged curbs at a contract price. Sam also presented a garbage can he purchased from Ace Hardware for \$15.95 that will fit the garbage receptacles. Holes can be drilled in the bottom to allow drainage. The can will be tested in one of the receptacles to see how it performs. It was noted that the garbage company would only pick up garbage that is in bags, not loose garbage thrown into the can. Sam will include this information in the letter to owners.

VIOLATIONS COMMITTEE: Rose reported several violations and gave them to Sam to handle.

MAINTENANCE COMMITTEE: Bob Clemens reported that the estimate for lights for the front entrance would cost \$50.00 each and \$10.00 each for the bases. Sam reported that SECO is sending an engineer to see what it would cost to provide power to the front entrance.

OLD BUSINESS:

Dead Plants: Sam reported that there are approximately 70 dead plants around the garbage cans. Although Jeff denies that the spraying done by his landscaping company caused the damage, he has agreed to provide the labor to replace the plants. Further research is being done to determine the cause of the damage to plants.

NEW BUSINESS:

Replacement of Vice-President: Holly Martin wishes to be removed as Vice-President. Sam made a motion and John seconded to appoint Bob Clemens as Vice-President. Motion carried unanimously.

Signers for Operating Account: Sam provided the signing documents for the operating account. Sam made a motion that any officers of the Board are authorized to sign checks. They include John Siefert, President; Bob Clemens, Vice-President; Sam Gumbel, Treasurer; and Mary Engel, Secretary. Two signatures are required. Mary seconded motion. Motion passed unanimously.

Walk The Property: John requested that he walk the property once a month with the Manager. It was agreed that this would be done one hour prior to each Board Meeting.

There being no further business, the meeting was adjourned at 7:20 PM.

Respectfully submitted,

Sam Gumbel, Treasurer



PRITCHARD ISLAND HOMEOWNERS' ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING  
April 21, 2008

The Pritchard Island HOA was called to order at 6:00 PM by President, John Siefert at the Island Office. Other Board Members present were Mary Engel, Secretary; Sam Gumbel, Treasurer; and Bob Clemens, Director.

MINUTES: Motion was made by Sam Gumbel to accept the Minutes of the Meeting of March 17, 2008. Bob Clemens seconded it. Motion carried unanimously.

TREASURER'S REPORT: Sam Gumbel gave the Treasurer's Report and reported that three owners are behind in maintenance payments. The insurance has been fully paid. John made a motion to accept the Treasurer's Report. It was seconded by Bob and carried unanimously.

MANAGEMENT REPORT: Sam gave the following report:

Grass and Landscaping: There are two bare spots where the gazebo was removed. Neat-N-Tidy gave a proposal of \$350.00 to re-sod the area and \$50.00 to seed the area. Sprigs of grass would be priced somewhere in-between the two proposals. John made a motion to sod with sprigs of bahia grass when the rainy season starts. Bob seconded the motion and it passed unanimously.

Gutters: The gutters were cleaned 4/10/08.

Pool Furniture: Mona used the cleaner Sam purchased for the pool furniture and it worked very well.

Letter of Introduction: The letter of introduction regarding the Management Company has been sent to the owners. To date, only five owners have replied to the occupancy form.

Creation of Forms: Sam created new forms including Intent to Lease, Intent to Sell, Interview Form, Certificate of Approval for Sale and Notice of Violation.

Copies of Documents, Amendments and Rules and Regulations: Several copies of these documents have been made. The Association will be billed \$.15 per page for reimbursement of the copies. A motion was made by John and seconded by Bob that if owners request a copy they be charged \$10.00 for the Documents. There will be no charge for the Rules and Regulations. Motion was made by John and seconded by Bob. Motion passed unanimously.

Trash Cans: Some owners have complained that the height of the cans is excessive. Original lids, hinges and garbage cans cost \$58.00 each plus shipping. It was agreed that Sam should continue to find a way to made lids work with the original cans. Twelve lids are needed.

Boats: Some owners still haven't put stickers on their boats.

VIOLATIONS COMMITTEE: A list of violations were given to Sam to resolve as follows: The occupants of Unit 922 have a dog that jumped out of a car and almost attacked a child. Animal control was called. Sam is to write a letter to owners regarding the dog. Unit 888 has two signs in the window. Sam has contacted the owners but missed the return call. Unit 868 has two 5-gal gas cans in the rear of the property. Dock Three has splinters since the pressure cleaning was done.

MAINTENANCE COMMITTEE: Bob Clemens reported that when the pool is cleaned, the workers fail to replace the plug. He will remind them to do so.

OLD BUSINESS:

Lights-Entrances: Estimate for electric for the East Entrance is on going with SECO Electric.

Plant Watering: Bob was told to water only one to two days per week.

Dead Plants: Neat-N-Tidy has not gotten back to Sam regarding the results of the testing on the 70 dead plants. He will replace the plants at \$8.00 a piece and will provide labor at no cost. A motion was made by John and seconded by Bob to replace the plants during the rainy season. Motion carried unanimously.

Old Violations: Sam reported that most of the old violations have been resolved. The car with the expired tags in Unit 872's parking space is gone. The owners of the unit with three dogs has been sent a certified letter. No response has been received yet.

Siding on Buildings: Bob Clemens arranged for the repair of the loose siding on buildings at a cost of \$300.00.

NEW BUSINESS:

Planters and Walkways: Sam reported that several owners have added planters, etc. to rear and side of units. Some have not been maintained. Also, some owners have added walkways that need to be re-done. A motion was made by John and seconded by Bob for Sam to send notices to owners that they must clean out planters or replace them with new sod. If not done, Neat-N-Tidy will do the work and the owner will be charged. Motion passed unanimously.

Unightly Utility Boxes-Backyards: Sam asked for direction on unifying the look of these areas either with fencing or plants to hide the boxes. The Board recommended that he choose the worst one and add plants from Neat-N-Tidy at \$12.00 each. Blue plumbago was suggested.

Pressure Cleaning of Buildings: Bids for pressure cleaning have been obtained from three contractors. The lowest bid was Peter Maglio who will pressure clean all the buildings for \$3150.00. There is other repair work that must be done. Repair front step Unit \_\_\_ : \$75.00; Paint and scrape door, Unit 848: \$100.00; Change window, Unit 848 (to be paid by owner): \$150-\$175.00. A motion was made by John and seconded by Mary that the pressure cleaning be approved at \$450.00 per unit plus stated repairs. Funds to be taken out of Boat Dock Reserves. Motion was approved with Bob Clemens opposing the motion.

Violations/Fining Committee: Sam reported that a Fining Committee is needed. Persons appointed cannot be related to any member of the Board of Directors. He recommended that the Violations Committee name be changed to Violations and Fining Committee. A motion was made by John to change the name of the Violations Committee to the Violations and Fining Committee and to name Ray Smith as the third member of the committee. Mary seconded and the motion carried unanimously.

Roof Replacements: Sam reported that some units have roof leaks and some require portions of the roof to be replaced. A discussion took place regarding whether to repair the problems piece-meal or whether to replace all the roofs at one time. Sam has gotten one bid to do the work and was instructed to obtain another bid. Item was tabled.

There being no further business, the meeting was adjourned at 7:20 PM.

Respectfully submitted,

Sam Gumbel, Treasurer



**PRITCHARD ISLAND HOMEOWNERS' ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**May 19, 2008**

The Pritchard Island HOA was called to order at 6:05PM by President, John Siefert at the Island Office. Other Board Members present were Sam Gumbel, Treasurer; and Bob Clemens, Director.

MINUTES: Motion was made by Bob Clemens to accept the Minutes of April 21, 2008. John Siefert seconded it. Motion carried unanimously.

TREASURER'S REPORT: Sam Gumbel gave the Treasurer's Report and reported that overall the spending is falling in line with the budget. Collections from delinquent owners have improved. John made a motion to accept the Treasurer's Report. Bob seconded the motion and it carried unanimously.

MANAGER'S REPORT: Sam Gumbel, CAM, gave the following report:

File Set-Up: Sam is setting up files for each unit by number, not by name, in order to obtain a full history of the unit. Forms have been sent out to each owner in an effort to up-date addresses, phone numbers and occupancy information. To date, 22 owners from PIHA and 7 owners from SAPHIA have responded.

Policy for Planters and Patio Extensions: Some planters are not being maintained and patio extensions are not consistent in size and material. Sam reported he could not find written documentation for approval of the patio extensions. It was recommended that the Board adopt a policy regarding these items. John recommended that future patio extensions be limited to four feet and to grandfather in the existing extensions. Sam recommended that the Board wait to make a decision until next month so the full Board would be present to make the decision. It was agreed to table the decision.

VIOLATIONS COMMITTEE: Rose had no new violations to report. Barking dogs are still being heard from Unit 872. Sam reported that he sent a certified letter to the owner of the unit, regarding the violation of having three dogs and the nuisance created by the animals. A signed certificate showed the letter had been received, but there has been no response from the owner. Sam made a motion that the owner be fined by the Board. Bob seconded the motion and it carried unanimously. Another letter will be sent to the owner with notification of the Board's decision.

MAINTENANCE COMMITTEE: Sam reported that the pool maintenance company had been called to replace the plug in the pool. Nothing further was reported.

SCREENING COMMITTEE: Sam Gumbel interviewed the new occupants of Unit 862 on May 11<sup>th</sup> and provided them with copies of the rules and regulations.

OLD BUSINESS:

Grass For Gazebo Area: Sam reported that no Bahia plugs are available. Area needs to be sodded or seeded. It was agreed to table decision until next meeting.

Trash Can Covers: Sam reported that he would continue to research a solution to the height of the trash can covers and report findings to the Board.

Entrance Lighting: SECO has not yet given a cost estimate for lighting the entrances.

Plant Watering: Sam reported that watering has been set for two days a week. John recommended the time to be set to 20 minutes per watering.

Pressure-Washing of Buildings: Sam reported that the pressure-washing of the buildings was slow, but is now completed. The pool building was done at a cost of \$50.00 and the contractor did the pool deck at no additional cost.

Roof Estimates: Sam reported the roofing repair and/or replacement estimates of three companies: Don Poss Roofing, AAA and Professional Roofing. All three companies recommended repairs rather than replacement. Motion was made by John and seconded by Sam to make necessary repairs to roofs and to hire Professional Roofing, the lowest bidder, for the job. Motion carried unanimously.

Chaise Lounges For Pool: Sam reported on the options for adding lounges to the pool area. Although some other type could be purchased at a lower cost, he said the quality and design of the ones now being used was superior and recommended purchasing them. The Board recommended purchasing six additional lounges. The cost for six lounges would be \$127.00 each plus tax. Shipping is \$191.00 for six. John made a motion to purchase the six additional lounges. Motion was seconded by Sam and carried unanimously.

Dock Replacement: John questioned whether the water is high enough to replace the floating part of Dock #3. Sam reported that the dock company had not returned his call. He will call them again.

#### NEW BUSINESS:

Stain on Pool Deck A discussion regarding staining of the pool deck and the poor appearance of the pool coping. Sam will get estimates on re-doing the pool deck and coping.

Removal of Director: John reported that Holly Martin has not attended the last several Board Meetings and has failed to contact the Board. Attempts to contact her have failed. A motion was made by Sam and seconded by Bob to remove her from the Board of Directors. Motion passed unanimously.

Addition of Director: Dana Sutter has agreed to serve on the Board. John made a motion to appoint Dana to the Board of Directors. Bob seconded the motion. Motion carried unanimously.

There being no further business, the meeting was adjourned at 7:10PM.

Respectfully submitted,

Sam Gumbel, Treasurer  
Property Manager



**PRITCHARD ISLAND HOMEOWNERS' ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**June 16, 2008**

The Pritchard Island HOA was called to order at 6:00PM by President, John Siefert at the Island Office. Other Board Members present were Sam Gumbel, Treasurer; Bob Clemens, Director; Dana Sutter, Director; and Mary Engel, Director.

MINUTES: Motion was made by Bob Clemens to accept the Minutes of May 19, 2008. Dana Sutter seconded it. Motion carried unanimously.

TREASURER'S REPORT: Sam Gumbel gave the Treasurer's Report. There is a loss for the month of May of approximately \$2500.00. This deficit is expected to decrease as the year goes on since it is due to building maintenance and prepaid insurance payments. There are fewer delinquencies in maintenance payments. At this time only three owners are behind—two are over one month behind and one is one month behind. Mary made a motion to accept the Treasurer's Report. Dana seconded the motion and it carried unanimously.

MANAGER'S REPORT: Sam Gumbel, CAM, gave the following report:

File Set-Up: Sam has completed setting up the files for each unit by number. This gives a full history of each unit including all correspondence and any written permissions for changes that may have been given by Boards of Directors.

Plants and Grass: Fertilization has been done and the grass is getting greener. More improvement is expected with the rainy season.

VIOLATIONS COMMITTEE: Rose was not present at the meeting. Sam stated that the Documents require that violations be in written form. Dana reported that there is a Violation Form available. Violations should be called in to Rose. She will fill out the form and give to Property Manager (Sam) for processing.

Unit 886: There has been no response to letter sent by Sam regarding the interview of the occupants. Sam will give owner a courtesy call before instituting further action.

MAINTENANCE COMMITTEE: Sam reported the dead plants have been removed. Jeff recommends Boxwoods for replacement plants. One hundred and thirty-nine (139) plants are needed at a cost of \$8.00 each. Total dollar amount would be \$1112.00. A motion was made by Dana and seconded by Bob to replace the plants only if the University of Florida Extension Services tests the soil and deems it appropriate for the growth of the plants.

OLD BUSINESS:

Forms Sent To Owners: Sam reported that 30 of the 56 forms sent to owners for up-date information have been returned.

Trash Can Covers: Sam reported that two trash cans are in need of total replacement. Five trash cans need hinges and 35 cans need new lids. Cost is \$474.00 plus approximately \$70.00 for shipping. Installation is extra. Six concrete curbs also need replacement @ \$35.00 each for



\$210.00 plus a dump fee of \$100.00. Total is \$310.00. A motion was made by Dana and seconded by Bob to spend up to \$1200.00 for this expenditure. Motion carried unanimously.

Entrance Lighting: SECO has given an estimate of \$320.00 to connect power for entrance lighting.

Chaise Lounges For Pool: Sam reported that the new lounges have been received and are on the pool deck.

Grass On Gazebo Area: Board approved seeding the gazebo area for a cost of \$50.00.

Plants Around Utility Boxes: Sam reported that there are two alternatives to disguising the utility boxes behind the units. One would be to add plants around them. Jeff recommended Virbunum. The cost would be \$196.00 for 14 plants around each box at a cost of \$14.00 each. The second option is fencing as used behind Building C. The cost would be approximately \$600.00 to \$700.00. John recommended putting the plants around one utility box and then monitoring the growth. A motion was made by Dana and seconded by Mary to institute John's recommendation. Motion carried unanimously. Sam is to find out if blue plumbago would be a better choice.

Staining of Pool Deck: Sam gave an estimate of approximately \$2500.00 for staining the pool deck and building deck and for filling the cracks. Staining the pool coping would be approximately \$250.00. After a discussion, the Board agreed that staining the pool coping would improve its appearance. A motion was made by Sam and seconded by Dana to stain the pool coping for a cost of no more than \$300.00. The color should be white. Motion carried unanimously.

#### NEW BUSINESS:

NO SOLICITATION SIGNS: Sam will check with the City of Inverness regarding the wording and procedure for posting "No Solicitation" signs on the Pritchard Island property. Signs will then be ordered as per Board's instructions.

Attorney: Sam requested that he be able to contact attorney Diane Cohen with questions he may have regarding the Association. John said she has been handling this type of work for Pritchard Island. The Board approved Sam's request.

Rear Patios, Planters, and Stoops: The Board discussed the problem of the lack of consistency in planters and patio additions behind the units. A standard needs to be set on how to handle this problem. John recommended walking the property with the whole Board before making any decisions. It was decided that the Board would walk the property at 5:00 PM before the next meeting in order to see the additions and the scope of the problem.

There being no further business, the meeting was adjourned at 7:30PM.

Respectfully submitted,

Sam Gumbel, Treasurer  
Property Manager

**PRITCHARD ISLAND HOMEOWNERS' ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**July 21, 2008**

The Pritchard Island HOA was called to order at 5:55 PM by President, John Siefert at the Island Office. Other Board Members present were Bob Clemens, Vice-President; Sam Gumbel, Treasurer; Mary Engel, Secretary; and Dana Sutter, Director.

THE FIRST ORDER OF BUSINESS was to review the decisions made by the Board concerning the planters and walks in the back of the buildings. The Board walked the property prior to this meeting. The following decisions were made:

1. Plants should be no higher than three feet.
2. Planters should be cleaned out and/or restored. The planters that are cleaned out will be sodded to the edge of the building by the Association at no cost to owner. Restored planters will be maintained by owner.
3. One grill can remain on exterior patio. It must be covered and not in a position of blocking a neighbor's view.
4. All grills, plants and other objects subject to blowing winds must be taken inside if occupant will not be in the unit overnight.
5. Exterior patios should be of the same material.
6. Rear patios are not to be extended more than four feet from the back of screened patio. Permission to extend a patio beyond these limits must be submitted to the Board in writing, with diagram, and will be reviewed on an individual basis.

A motion was made by Sam Gumbel and seconded by Bob Clemens to accept the decisions on the planters and patios as stated. Motion carried unanimously.

MINUTES: Motion was made by Sam Gumbel and seconded by Bob Clemens to accept the Minutes of June 16, 2008. Motion carried unanimously.

TREASURER'S REPORT: Bottom Line Bookkeeping did not have the financial reports ready for tonight's meeting. Sam will pick up the reports when available and distribute copies to all Board members. A special Board meeting will be called if a Board member has questions about the reports. Motion was made by Dana and seconded by John to accept the report at this time. It was unanimously approved.

MANAGER'S REPORT: Sam Gumbel, CAM, gave the following report:

Broken Irrigation Pipe: The broken irrigation pipe at the front entrance has been repaired.

Rails On Floating Dock: Handrails on floating dock have been replaced.

Globes and Poles on Pool Walkway: Sam cleaned the globes and poles on walk to pool deck. Two globes are badly weathered and need replacement. Board advised florescent bulbs.

Roof Leaks: There is a roof leak in Unit 840 with damage to ceiling and wall. Roofing company will repair at point of leak.



Front Door Exterior Paint: The Board decided the Association is responsible for painting exterior front doors.

VIOLATIONS COMMITTEE: Rose stated that no new violations have been reported.

Unit 886: Sam reported that there still has been no response from the owner to schedule an interview of the occupants even though Sam has followed up with a phone call since the last Board meeting. A certified letter will be sent with the institution of fines.

MAINTENANCE COMMITTEE: Sam reported dead plants around garbage receptacles were removed but there may be more at this time. Jeff recommends Boxwoods for replacement.

SCREENING COMMITTEE: A new lease is in place in Unit 878. Occupants interviewed.

OLD BUSINESS: Sam reported the following:

Up-Dated Owner Forms: New mailing to owners not responding to first mailing is not yet done.

Trash Can Covers: The necessary materials for trash can repairs have been received. Jeff is to repair them on Saturday, July 26<sup>th</sup>.

Concrete Curbs: Bruce Bentley, of Bentley Paving, has not returned calls to date. Sam will call other paving companies for estimates on replacing broken curbs around trash cans.

Utility Box Plants: Sam advised the Board of recommended plants to be used around Utility Boxes. A discussion followed and a motion was made by John and seconded by Dana to use Verbunum around one Utility Box as a trial. Motion carried unanimously.

Grass Around Gazebo Areas: Original application of seeds did not take. Jeff will re-apply on Saturday, July 26<sup>th</sup>.

East Entry Estimates: The estimates for various items are ongoing.

Staining of Pool Deck Coping: This has not been completed. Waiting for cooler weather.

No Solicitation Signs: The signs have been purchased and installed by Sam on July 17<sup>th</sup>.

Dirt Analysis: Dirt was taken to Lecanto for analysis. The extension only does PH analysis. A discussion followed and it was recommended by the Board for Sam to go to Color Country or Lowes for advice and possible purchase of plants.

Courtyards: See discussion under "First Order Of Business".

Owner Complaints: The floor was opened to owners present at the meeting. Concerns were expressed regarding dogs over 35 lbs., interviews not being done, procedures for non-payment of maintenance, damage to trash cans by garbage company and dog poop not being picked up by owners. Sam explained the rule for dogs at Pritchard Island Homeowners' Association was 35 lbs., but the other Associations have different rules. If the rule is violated and reported, the specific Association will take necessary action. Sam reported that interviews ARE being done; the procedure for non-payment of maintenance includes sending a certified letter to owner, instituting interest and charging for attorney's fees for all legal procedures. The Association has



tried to deal with the garbage company regarding the damage they may do to the garbage can area. They refuse to do anything about it and have threatened to stop picking up the garbage at all. Problems with dog poop need to be reported to the respective Association with the violator's unit number included in the complaint.

#### NEW BUSINESS:

Damage To Interior From Roof Leaks: The owner of Unit 838 has requested that the Association pay for wall damage within his Unit caused by a roof leak. The leak was repaired. The wall damage was repaired by the owner. The roof continued to leak and caused more damage. The roof was totally replaced and the owner paid \$250.00 to have the wall damage repaired. The owner pointed out that per the documents the Association is responsible. A discussion followed and Sam stated that the documents say that the owner is responsible for the first \$1000.00 in damage. The Association will pay for any remaining damage. He said if the Board were to approve payment for this repair, it would obligate the Association to pay significant amounts of money for future and possibly past repairs. It would, in his opinion, be a violation of the documents. A discussion followed and a motion was made by Dana to pay for the second repair to the walls. Motion died for lack of a second. Bob Clemens then made the following motion: "Association will repair all roof leaks causing any interior damage up to a Homeowner's deductible of \$500.00 with proof of insurance face sheet showing deductible amount and policy effective date". Mary seconded the motion. A discussion followed and Bob, Mary and Dana voted for the motion. John and Sam opposed the motion. Motion carried, but discussion continued. Dana then made a motion to rescind the previous vote, and it was seconded by John. John, Sam and Dana voted to rescind the vote. Mary and Bob voted against.

Sam told the Board that the documents could be amended by an owner calling a Members' Meeting to try to get the documents changed.

Letter From Holly Martin: Sam read a letter from Holly Martin written in June stating that she had resigned from the Board in March. The Board accepted her resignation with thanks for her services in the past.

Extension of Back Patio: The owner of Unit 846 requested that his exterior back patio be increased from four feet to four feet eight inches in order to accommodate 18" patio stones. A diagram will be presented to the Board. Sam made a motion to approve the patio extension based on the receipt of the diagram as stated. It was seconded by John and approved unanimously.

Unauthorized Pool Use: An owner reported that teenagers not belonging to PIHA were using the pool. Bob reported that teenagers were also unscrewing the security lights and volunteered to call the police if these violations were reported to him.

Rules and Regulations: Sam reported that the fine schedule in the Rules and Regs don't match those stated in the Documents and need to be changed. This item was tabled this item until the next meeting.

There being no further business, the meeting was adjourned at 7:40PM.

Respectfully submitted,  
Sam Gumbel, Treasurer  
Property Manager

**PRITCHARD ISLAND HOMEOWNERS' ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**August 18, 2008**

The Pritchard Island HOA was called to order at 6:05 PM by President, John Siefert at the Island Office. Other Board Members present were Bob Clemens, Vice-President; Sam Gumbel, Treasurer; and Mary Engel Edwards, Secretary. Dana Sutter was absent.

MINUTES: Motion was made by Bob Clemens and seconded by John Siefert to accept the Minutes of July 21, 2008. Motion carried unanimously.

TREASURER'S REPORT: Sam Gumbel gave the Treasurer's Report and reviewed the unit owners who are delinquent in payments at this time. Motion was made by John and seconded by Mary to accept the treasurer's report. Motion carried unanimously.

MANAGER'S REPORT: Sam Gumbel, CAM, gave the following report:

Policy On Back Planters: The policy approved by the Board at the last meeting has not yet been sent to owners. Sam said that many of the owners are absent until the season begins and probably would not be able to take action on planter maintenance at this time. He suggested waiting until November to notify owners of any violations. John said to go ahead and send the letters to owners and give them an extended time to comply with planter violations.

Board Nomination Notice: Sam reported that the Board Nomination Notice is complete and ready for mailing. The Board reviewed the Notice and a motion was made by John and seconded by Bob to mail the Notice on or before September 1, 2008 as required by PIHA documents. Motion carried unanimously.

VIOLATIONS COMMITTEE: Sam reported that he is waiting for Rose to return from her trip to schedule a Fine Committee meeting. Sam reported that the owner of Unit 902 said the Owner Update Form would be sent to him with occupancy information. There has been no interview for Unit 888. A notice was sent to the owner to schedule one. There were no new violation complaints.

MAINTENANCE COMMITTEE: Sam reported the following:

Dead Plants: Dead plants around garbage receptacles have been removed. Plants at front entry were replaced as necessary, some at the landscape company's expense.

Globes On Pool Walkway: Two globes on the walkway to pool deck were replaced.

Garbage Containers: An additional garbage container had to be ordered at a cost of \$174.00. Jeff installed it. All necessary replacements and repairs of garbage containers and lids have been completed.

Roaches In Garbage Containers: Hundreds of roaches were seen in the garbage containers. An estimate of \$350.00 per quarter was obtained from A-1 Pest Control to eliminate the problem. Sam purchased a container of roach spray for \$11.00 and sprayed the garbage containers. Roaches are eliminated at this time.



SCREENING COMMITTEE: No interviews were conducted this month.

OLD BUSINESS: Sam reported the following:

Plant Warranties: Lowe's and Color Country's Plant Warranties are extremely limited and only cover a plant if it can be shown that a problem with the plant occurred before it was purchased.

Dirt Analysis: The analysis by UF Extension showed the PH of the dirt was 5.9. A slightly lower PH of 5.0 is ideal, but the 5.9 PH is adequate and should not affect the plants' life.

Concrete Curbs: Bruce Bentley, of Bentley Paving, has still not returned calls. Jeff is trying to find another supplier for the curbs. Seven or eight curbs need replacement.

East Entry Sign Estimates: An estimate for a plywood sign was \$440.00 from Ron Dalmer. A motion was made by John and seconded by Bob to approve \$440.00 for the East Entry sign. Motion carried unanimously.

Plants Around Utility Boxes: Jeff installed verbunum around one utility box.

Professional Roofing Warranty: Sam obtained a copy of the roofing warranty. Basically, the only thing that is covered is poor workmanship, not interior damage.

NEW BUSINESS:

Termite Protection For Pool and Meeting Center Room: Sam reported that the present termite policy does not have protection for the pool and meeting room buildings. A quote was received for \$350.00 for the first treatment. The Board instructed that this coverage be included in next year's budget.

Fine Schedule: Sam reported that the Rules and Regulations concerning fines need to be changed. After a discussion, a motion was made by John and seconded by Sam to change the wording from "within three to six months" to "within six months". Motion carried unanimously.

Approval To Open New CD: Sam recommended opening a new short-term CD for \$35,000. After a discussion on CD rates, a motion was made by John and seconded by Mary to open a new CD at the best available rate for no longer than six months. The following officers are authorized to sign on the account: John Siefert, President; Robert Clemens, Vice-President; Sam Gumbel, Treasurer; and Mary Engel Edwards, Secretary. Two signatures are required. Motion carried unanimously.

Pool Issues: Sam reported that the frayed pool rope was replaced as per the inspector's requirement. He also reported the pool company replaced the flow valve.

There being no further business, a motion was made by Sam and seconded by Mary to adjourn the meeting. Motion carried unanimously and the meeting was adjourned at 7:10PM.

Respectfully submitted,

Sam Gumbel, Treasurer  
Property Manager

**PRITCHARD ISLAND HOMEOWNERS' ASSOCIATION, INC.**  
**BOARD OF DIRECTORS' MEETING**  
**September 15, 2008**

The Pritchard Island HOA was called to order at 6:03 PM by President, John Siefert, at the Island Office. Other Board Members present were Bob Clemens, Vice-President; Sam Gumbel, Treasurer; and Mary Engel Edwards, Secretary. Dana Sutter was absent.

MINUTES: Motion was made by Sam and seconded by Mary to accept the Minutes of August 18, 2008. Motion carried unanimously.

TREASURER'S REPORT: Sam Gumbel gave the Treasurer's Report. He requested permission to rollover a \$75,000 CD that is maturing on 9/28/08. Bob made a motion to allow the rollover of the \$75,000 at the best rate available for a term of one year to thirteen months. John seconded the motion. Motion carried unanimously. Sam reported that 1026 Pritchard Island Road, a SAPHIA unit, has gone into bankruptcy. The owner of this unit has made no maintenance payments to SAPHIA for seven months. The amount owed to PIHA at this time is \$193.55. Sam made a motion to the Board that since SAPHIA is a full member of PIHA any uncollected maintenance should be shared by all members, as it would be if a PIHA member defaulted on maintenance payments. A discussion followed and the motion was tabled until the next meeting.

MANAGER'S REPORT: Sam Gumbel, CAM, gave the following report:

Back Planters: The letter, stating the Board's policy on the planters, has been sent to owners. Owner violations were also sent. The response has been good and clean-ups have begun.

Board Nomination Notice: Six nomination letters have been returned out of the eighty-three sent to owners. Today, September 15, 2008, was the deadline for returns.

Reserves: The question has been raised as to whether reserve funds can be used temporarily for other expenses. Attorney, Diane Cohen, is looking into this matter and will advise the Board.

Docks: The docks are holding up better than expected with approximately ten years left before replacements are necessary. The exception is Dock #3, a floating dock, which will be replaced as soon as water levels are high enough to do so.

Rental Of Docks To Gospel Island HOA: The rental of dock spaces to GIHOA was discussed. PIHA liability insurance would cover the rentals. It was agreed by the Board to table this item until the Annual Members' Meeting. Comparable dock space prices will be checked.

VIOLATIONS COMMITTEE: Rose has still not returned from her trip. Jim Smith volunteered to serve on this committee and was accepted by the Board as a new committee member.

Unit 902: Sam reported that the owner reported that a family member was using the unit for the weekend.

Unit 888: A co-owner is resides in the unit. His name will be added to the owners' list.

Unit 910: Owner was called to remove a broken chair from outside the patio. It was done.



MAINTENANCE COMMITTEE: Sam reported the following:

Roofs: There are multiple new leaks in roofs and siding since the tropical storm came through. Blowing rain caused leaks because there were no end caps installed at the end of the roof vents. Sam spent \$300.00 to correct this problem by having end caps installed. Other roofing problems have been made, or will be made, as necessary.

SCREENING COMMITTEE: Screening was held for new owner of Unit 870.

OLD BUSINESS: Sam reported the following:

Concrete Curbs: Sam has found a company in Ocala that manufactures concrete curbs. He has offered to pick up the nine curbs needed at a transportation charge of \$40.00 plus \$25.00 per hour for his time. A motion was made by John and seconded by Bob to approve this expenditure. Motion carried unanimously.

Rules and Regulations: No new ones are necessary at this time.

New CD: A 5-month CD for \$35,000.00 has been purchased at Colonial Bank.

Approval For Patio Extension: The diagram for the patio extension for Unit 846 was reviewed. The total extension is for 64". A motion was made by Bob and seconded by John to approve the extension. Motion carried with Bob, John and Mary for approval. Sam opposed.

East Entry Signs: The signs are in the process of being made.

NEW BUSINESS:

Pool Repair Estimates: Sam reported that a few tiles inside the pool and the pool tile grout need replacement. He will get estimates and include these items in the budget for 2009.

Next Board of Directors' Meeting: The next Board of Directors' Meeting has been changed to Monday, October 27<sup>th</sup>. The 2009 Budget will be worked on at this meeting.

Director Resignation: Bob Clemens announced that he is resigning his position on the Board of Directors effective immediately. Sam made a motion to regretfully accept his resignation. Mary seconded the motion and it carried unanimously.

New Director Approval: Ray A. Smith of Unit 868 offered to serve on the Board. A motion was made by Mary to approve Ray A. Smith's appointment as a Director. John seconded the motion and it carried unanimously.

There being no further business, a motion was made by Sam and seconded by Jim to adjourn the meeting. Motion carried unanimously and the meeting was adjourned at 7:25PM.

Respectfully submitted,

Sam Gumbel, Treasurer  
Property Manager

**PRITCHARD ISLAND HOMEOWNERS' ASSOCIATION, INC.**  
**BOARD OF DIRECTORS' MEETING**  
**Special Meeting**  
**September 24, 2008**

A Special Meeting of the Board of Directors of The Pritchard Island HOA was called to order at 6:00 PM by President, John Siefert, at the Island Office. Other Board Members present were Sam Gumbel, Treasurer; and Mary Engel Edwards, Secretary. Dana Sutter and Ray Smith were absent.

The purpose of the Meeting was to discuss the recent problems with the roofs and specifically the additional costs for repairs and replacement to the roofs.

John made a motion for the Board to authorize Sam Gumbel, Property Manager, to spend up to \$10,000 for immediate roof repairs and or replacement at his discretion. Another \$10,000 expenditure is to be authorized for roofing repairs and or replacement. Sam is to use his discretion for the additional expenditure with recommendations from Dennis at Professional Roofing. Any further expenditure must be brought before the Board for approval. Motion was seconded by Mary and carried unanimously.

There being no further business, a motion was made by Sam and seconded by Mary to adjourn the meeting. Motion carried unanimously and the meeting was adjourned at 6:30 PM.

Respectfully submitted,

Sam Gumbel, Treasurer  
Property Manager



**PRITCHARD ISLAND HOMEOWNERS' ASSOCIATION, INC.**  
**BOARD OF DIRECTORS' MEETING**  
**October 27, 2008**

The Pritchard Island HOA was called to order at 5:54 PM by President, John Siefert, at the Island Office. Other Board Members present were Sam Gumbel, Treasurer; Mary Engel Edwards, Secretary; and Dana Sutter and Ray Smith, Directors.

MINUTES: Motion was made by Sam and seconded by Mary to accept the Minutes of September 15, 2008. Motion carried unanimously.

TREASURER'S REPORT: Sam Gumbel gave the Treasurer's Report. The income statement is over-budgeted for the year in the amount of \$1389.00. It should come into line as the year progresses. A 12-month CD was opened for \$74,981.83 at Wachovia Bank at a rate of 4.3%. Sam reported that to use reserves for operating expenses (as for prepaying insurance), a members' meeting must be held at which a quorum of the members (30% or 25 members) must be present to vote on the action. A motion was made by Mary and seconded by Dana to approve the treasurer's report. Motion carried unanimously.

MANAGER'S REPORT: Sam Gumbel, CAM, reported the following:

Board Nomination Ballots: The Ballots for Board Nominations were mailed at the end of September. The mailing for the Members' Meeting to be held on November 17<sup>th</sup> was done around October 22<sup>nd</sup>. A proxy was included in the mailing.

VIOLATIONS COMMITTEE:

Unit 902: Dana reported new occupants are living there. Sam will research.

Unit 892: New occupants moved into unit. Sam will conduct interview.

Unit 884: Unlicensed car in parking space reported. Sam will research.

Unit 886: No interview has been done. Owner was sent Notice of Violation on May 8, 2008. He called Sam and said his son occupies the unit. An Update Form was sent to him to fill out with no response. Sam will send information to Fining Committee when it is able to meet.

Sam asked that any violation that is seen should be sent to him in writing. The nature and date of the violation should be included. He will then follow-up on the complaint.

MAINTENANCE COMMITTEE: Sam reported the following:

Roofs: No new complaints have been received since there has been no rain.

Spraying of Spanish Moss: Jeff is scheduled to spray the Spanish moss in mid-November.

SCREENING COMMITTEE: Sam reported the following:

Unit 820: An interview for this unit.



Unit 858: No interview is required since the owner of the unit is moving into it.

Unit 878: The owner of this unit needs to be called for an interview.

OLD BUSINESS: Sam reviewed the following items with the Board:

East Entry Signs: The letters for the east entry are completed and will be installed in November.

SAPHIA Unit in foreclosure: The discussion had been tabled from the previous Board Meeting. An owner of a SAPIHA unit has declared bankruptcy and it is in foreclosure. The issue is whether to require SAPIHA to pay the amount due to PIHA for common expenses on the unit.

Sam made the motion that SAPIHA will not have to pay the uncollected common maintenance fees due to PIHA which are uncollected due to bankruptcy and/or foreclosure of the unit. The amount due is to be carried as an account payable for SAPIHA. If debt is collected by SAPIHA, the money will then be due to PIHA. Motion was seconded by John and carried unanimously.

Cleanup of Rear Planters: The cleanup of planters will begin in mid-November. Sam questioned whether the cactus in one planter should be allowed to stay even though it is higher than the three feet limit the Board approved. Sam reminded the Board that any rules adopted must be equally enforced. Some members of the Board felt that since all the patios had not been seen when the decision was made, the rule should be reviewed. John scheduled a walk-around starting from the opposite end of the condos 30 minutes prior to the next meeting.

Pool Coping Repairs and Staining: Sam reported that the pool coping has several cracks and approximately 7-8 cracked or chipped tiles. Sam called four companies for quotes on repairs and three responded. John recommended that the Board go with Sam's recommendation on a company and made a motion to approve \$1000.00 for the pool repair expenditure. Mary seconded the motion. Motion carried. Dana opposed the motion. Sam stated the staining of the pool coping would begin in the spring.

NEW BUSINESS:

Bees in Trees and Ants: Dana reported that there are many bees in a tree and Mary reported a hornet's nest near Unit 874. Dana said she knows of a bee keeper who will remove the bees. The name of "Alphonse" with Victory Pest Control was given to Sam. The Board requested that Sam call Jeff to spray for ants by the Gospel Island docks.

Budget: Sam reviewed the Budget for 2009 with the Board and gave them copies for review prior to the next meeting. The budget will be voted on at that time.

There being no further business, a motion was made by Sam and seconded by Jim to adjourn the meeting. Motion carried unanimously and the meeting was adjourned at 7:35 PM.

Respectfully submitted,

Sam Gumbel, Treasurer  
Property Manager

**PRITCHARD ISLAND HOMEOWNERS' ASSOCIATION, INC.**  
**BOARD OF DIRECTORS' MEETING**  
**November 17, 2008**

President, John Siefert, called the Pritchard Island HOA 2008 Board of Directors' meeting to order at 6:00 PM at the island office. Other Board Members present were Sam Gumbel, Treasurer; Mary Engel Edwards, Secretary; and Dana Sutter and Ray Smith, Directors.

MINUTES: Motion was made by Sam and seconded by Ray to accept the Minutes of the Special Board Meeting of September 24, 2008. Motion carried unanimously. A motion was then made by Sam and seconded by Ray to approve the Board Meeting of October 27, 2008. Motion carried.

TREASURER'S REPORT: Sam Gumbel gave the Treasurer's Report. He reported that the Association is now \$2,163 below budget for the year and the monthly income for October was \$3,561.00. The loan from the reserve account has been paid back in full. A motion was made by Sam for operating account to pay the reserve account 4 ½% interest for the loan for insurance. John seconded the motion. Motion passed unanimously. A motion was then made by John and seconded by Dana to approve the treasurer's report. Motion carried unanimously.

MANAGER'S REPORT: Sam Gumbel, CAM, reported the following:

VIOLATIONS COMMITTEE:

Unit 884: Sam researched the unlicensed car parked in this unit's space. The sheriff's department told him that no law is broken unless the unlicensed vehicle is driven on the road or is abandoned. Sam also reported that no Association rule cites the situation as a violation.

There were no new violations.

SCREENING COMMITTEE: Sam reported the following:

Unit 910: Sam interviewed the new occupants on November 15th.

Unit 872: New occupants are living there and have not yet been screened.

OLD BUSINESS:

East Entry Signs: The letters for the east entry are completed and Sam will install them.

Cleanup of Rear Planters: The cleanup of planters is 95% completed. A few non-resident owners have requested and have been granted more time to complete the clean-up. Jeff will mulch the areas and replace grass as needed in December.

Cactus: Board members individually looked at the cactus behind one unit to determine whether it should be allowed to remain over the three feet height approved for plants. Dana said that because the plant was unique and did not block anyone's view, it should be allowed to stay. A

motion was made by Dana and seconded by John that the cactus is allowed to stay even though it violated the three feet rule. Motion carried unanimously.

2009 Budget: The new budget was reviewed. A motion was made by Ray and seconded by Mary to accept the budget as proposed. Ray and Mary approved the motion and Dana opposed. Both John and Sam abstained.

NEW BUSINESS: It was decided to allow the new Board of Directors to take up new business. There being no further business, the meeting was adjourned at 6:45 PM.

Respectfully submitted,

Sam Gumbel, Treasurer  
Property Manager



**PRITCHARD ISLAND HOMEOWNERS' ASSOCIATION, INC.**  
**MEMBERS' MEETING**  
**November 17, 2008**

*Annual*

President, John Siefert, called the Pritchard Island HOA Members' meeting to order at 6:45 PM at the island office. A quorum of members was present in person or by proxy.

Maxine Hellmers and Dana Sutter were appointed to count the votes for Directors of the Association.

The five directors elected were as follows: John Siefert, Sam Gumbel, Mary Edwards, Ray Smith and Dana Sutter.

NEW BUSINESS:

Motion For Use of Reserve Funds: A motion was made by Sam Gumbel to use reserve funds for pre-paying insurance in order to save any interest due if the policy was not pre-paid. The money used would then be reimbursed from the operating account to the reserve account with interest. Motion was seconded by Al Grubman and carried unanimously by the members present.

There being no further business before the membership, the meeting was adjourned at 7:05 PM.

Respectfully submitted,

Sam Gumbel, Treasurer  
Property Manager

**PRITCHARD ISLAND HOMEOWNERS' ASSOCIATION, INC.**  
**FIRST 2009 BOARD OF DIRECTORS' MEETING**  
**November 17, 2008**

John Siefert, Director, called the Pritchard Island HOA Board of Directors' meeting to order at 7:05 PM at the island office. Other Directors present were Sam Gumbel, Mary Edwards, Dana Sutter and Ray Smith.

The first order of business was to elect the officers of the Board:

John nominated Sam Gumbel for treasurer. Dana seconded the motion. Motion carried unanimously.

John nominated Ray Smith for vice-president. Dana seconded the motion. Motion carried unanimously.

Dana nominated Mary Edwards for secretary. Sam seconded the motion. Motion carried unanimously.

Sam nominated John Siefert for president. Ray seconded the motion. Motion carried unanimously.

NEW BUSINESS:

Bank Account Signors: A motion was made by Sam and seconded by Ray that officers be the signors on the bank accounts, two signatures would be required. Motion carried unanimously.

Requests By Owners:

Unit 920: The owner made the request to replace the windows with white frames instead of the standard brown color. The Board discussed how the white color would show outside the unit and not look the same as the other windows. Ray made a motion to deny the color change. John seconded motion. Motion carried unanimously.

Unit 858: The owner made the request to install an 11' x 5' natural gray rear patio. A motion was made by Ray and seconded by John to approve the request. Motion carried unanimously.

There being no further business, a motion was made by Sam and seconded by John to adjourn the meeting. The meeting was adjourned at 7:18 PM.

Respectfully submitted,

Sam Gumbel, Treasurer  
Property Manager



**PRITCHARD ISLAND HOMEOWNERS' ASSOCIATION, INC.**  
**BOARD OF DIRECTORS' MEETING**  
**December 15, 2008**

President, John Siefert, called the Pritchard Island HOA Board of Directors' meeting to order at 5:55PM at the island office. Other Board Members present were Sam Gumbel, Treasurer; Mary Engel Edwards, Secretary; and Dana Sutter, Director. Ray Smith, Director, was absent..

MINUTES: Motion was made by Dana and seconded by Mary to accept the Minutes of the November 17, 2008 meetings, including the 2008 Board of Directors' meeting and the new 2009 Board of Directors' meeting. Motion carried unanimously.

TREASURER'S REPORT: Sam Gumbel gave the Treasurer's Report. He reported that Bottom Line Bookkeeping had failed to transfer the second payment for property insurance made in March from the prepaid insurance account to the insurance expense account. The transfer will be made this month. He also reported that Citizen's Insurance has increased the 2009 Property Insurance by \$4719 due to an inflation factor of 8.25%. The increased amount will be absorbed into the current budget wherever possible. Motion was made by Mary and seconded by Dana to approve the treasurer's report. Motion carried unanimously.

MANAGER'S REPORT: Sam Gumbel, CAM, reported the following:

Collection of Planter Fees: All mulching has been completed in the front and rear of buildings. The cost to owners for cleaning of the planters was invoiced at \$740.00. All but \$290.00 has been collected to date.

Entry Signs: The entry signs have been installed.

Pool Lights and Walkway Lights: There are eight lights on walkway burning every night. Motion detector lights on the pool deck were discussed. Sam would like the Board's direction on possibly reducing the electrical expense in these areas. The following motion was made by John and seconded by Sam: 1) Turn off the walkway lights; 2) Replace motion lights with fluorescents; 4) Check with the City to see who is paying the electricity for the tall light pole. Motion passed unanimously.

Men's Toilet: Sam found water flowing in the men's toilet in the pool bathroom. The float had obstructed the flapper. Sam corrected the problem.

New Regulation on Main Drain Cover in Pool: The PIHA pool drain cover does not meet the new State law requirements and must be replaced. The cost to do this will be between \$500-\$600 and will be done the week of December 15<sup>th</sup>. Also, the pool light is not working and will be checked at that time. The cost to replace or repair will depend on the problem.

VIOLATIONS COMMITTEE:

Holly gave Sam a list of violations and he acted on them as necessary including sending violation notices as needed.

MAINTENANCE COMMITTEE:

Spanish Moss: Jeff sprayed the Spanish Moss on a few bushes in late November and will check the results this Thursday. The cost for removing the moss will be about \$160.00 for the chemicals plus the labor for spraying.

Roof Repairs: The problems with various roofs were discussed and an update on progress was reported. Total to date spent or approved since September meeting on roofing is \$6000. An additional \$3500 is needed at this time.

SCREENING COMMITTEE: Sam conducted interview for Units 892 and 872.

OLD BUSINESS:

2009 Management Contract: Sam reviewed the new management contract with the Board. John made a motion that it be accepted. Dana seconded the motion. Motion carried unanimously with Sam abstaining from the vote.

NEW BUSINESS:

Request for Reimbursement: The owner of Unit 848 has requested a reimbursement of \$165 for a plumbing bill to unplug a toilet since the problem was not within the unit, but from the outside. Sam made a motion to approve reimbursement. Dana seconded the motion. Motion carried unanimously.

Letter Requests for Planter Bills:

Unit 818 requests that the Board eliminate the \$15.00 bill sent for planter cleanout since there was a misunderstanding on it. A motion was made by John and seconded by Mary to eliminate the bill. Motion carried unanimously.

Unit 822/890's owner requested that the \$100.00 bill be removed. A motion was made by John and seconded by Mary to reduce the bill to \$50.00. Motion carried unanimously.

Meeting Change Request: Sam requested that next month's meeting be held on Monday, January 12<sup>th</sup> instead of January 19<sup>th</sup>. The Board agreed to the request.

There being no further business, the meeting was adjourned at 7:05PM.

Respectfully submitted,

Sam Gumbel, Treasurer  
Property Manager