

**Association of the Unit Owners of
the Island
Board Meeting Minutes**

**October 29, 2022
10:00am to 12:00pm
Gleneden Beach Community Club
110 Azalea Avenue
Gleneden Beach – 97388**

I. Calling of the Roll

- Four Island Board members are attending the meeting: Janet McCulloch, Sue Parks-Hilden, Jeff Starr, and Deanna Davis
- Carla Duering is absent from the meeting

Homeowners in attendance are Peggy Starr and Bob Wood

II. Proof of Notice of Meeting or Waiver of Notice

- Notice of Meeting was sent via email to all homeowners and physically posted at Island entrance

III. Reading of the Minutes of the Preceding Meeting(s)

- October 11, 2022 Meeting Minutes were reviewed and Jeff made a motion to approve the minutes as written. Sue seconded the motion. Four board members approved, and one was absent. Motion passed 4 to 1.

IV. Committee Reports

A. Treasurer

- 1) Garage Vents were completed on Unit #9/10 and the overall roofing project has been completed.
- 2) Jeff informed that the \$1360 credit that was thought to be owed by McKenna was not due to the Island because painting wasn't included in the original project after all. However, the HOA did receive a credit of \$247 for the interior ceiling painting for Unit 15 and was not charged for garage vents and the shingles for the Unit 9 shed which saved an additional \$500.
- 3) Jeff stated that the combined roof assessment and roof repair accounts will have approximately \$73,000 in June 2023 for use in finishing the roof replacement project.

B. Landscape and Design

- 1) Brief discussion about Lakeside Landscape
- 2) Brief discussion about certified Arborist to inspect trees

C. Capital Projects Ad Hoc

- 1) Terra Firma Inspections for future planning
 - a) Units #9/10 to be evaluated soon, along with other units while Terra Firma is on-site
- 2) Gutters—Future Bids and Unit 13/14
 - a) Crawford is a consistent vendor and provided the same pricing as previous projects for Units #15/16 and #9/10. They do very good work and are nice people to work with.

- b) Jeff made the motion to accept the Crawford bid for Units #13/14 and Deanna seconded. Three board members approved, Sue abstained, and one was absent. Motion passed 3 to 2.
 - 3) Metal Caps to protect wood in specific areas
 - a) Moving along with the solution of capping the flat wood atop the external walls, the Capital Committee will review the units that need these metal caps. Some units have had this done for some reason and some have not. The Capital Committee shall obtain bids for the metal work from Groth Gates and another local sheet metal company to research.
 - 4) Planning for roofing bids for 2023, Units 5, 6, 21, 23
 - a) Brief discussion about future bids and roof assessment funds.
- D. Planning for Decks repairs/replacements
 - 1) Some decks are in decent condition overall, some need maintenance with several boards replaced and some need full replacement.
 - 2) Discussion about SHOA's involvement/approval required with deck replacements; using same or slightly different footprint; using Trex or other composite material.
- E. Events and Welcome Committee Ad Hoc
 - 1) Peggy suggested a Holiday Potluck Party in December and more info will be delivered in coming weeks.

VI. Unfinished Business

- A. Unit 16 Dry Rot Discussion
 - 1) The dry rot repairs have been analyzed and estimated at \$18,000. The area has been carefully protected from further damage with plywood and tarping until the repair can be done in early 2023.
- B. Tree Work Discussion
 - 1) Certified Arborists (Roots & Shoots) have been unable to come out to evaluate the trees in question, but the Landscape Committee is still in contact to secure a date.

VII. New Business

- A. Pest Control Discussion and Bids
 - 1) Two (2) bids have been received and next steps will be discussed and considered for action next Spring
- B. Gutter Cleaning Discussion and Bids
 - 1) Excellence provided a bid of \$5000 which is much higher than Newport Gutter at \$3400 (which we thought was already too high). More research is needed.
 - 2) Meantime, James blew off the roofs/gutters and we can continue to do this as needed for the time being.
- C. Winter Landscaping Discussion
 - 1) On hold as Lakeside Landscape has been unresponsive to questions from the Landscape Committee, with regard to the contractor's exact scope of work at the Island. Some would like to end our current contract and begin the RFP process anew in the Spring.

D. Website Update

- 1) The Island's new website should launch soon, and training will occur for Deanna and Janet to manage the site. Island homeowners will soon have a place to go for information and documentation regarding the Island community/HOA.

E. Ad Hoc Property Manager Search Committee Resurrection

- 1) This Committee is back and conducting a search for an experienced, local Property Manager. 3 viable candidates are to have initial phone interviews soon and the process continues.
- 2) Homeowners will have the opportunity to meet and ask questions of any candidates that make it to the final round(s) of the interviewing process.

VIII. Member Concerns, Comments, and Questions

- 1) The November 26th Board Meeting on Thanksgiving weekend has been canceled.
- 2) The Board Meeting on December 17th shall be cancelled and instead we will have a Board Meeting the week prior on December 10th. Following this Board Meeting at the GBCC, will be a Holiday Potluck for all Island Homeowners to ring in the Holidays together.

Meeting adjourned at approximately 11:45am