

**BEAR ISLAND HOMEOWNERS ASSOCIATION, INC.**  
**MINUTES OF THE REGULAR MEETING**  
**OF THE BOARD OF DIRECTORS**  
**Wednesday, December 5, 2011**

**A. Call to Order, Notice, Roll Call, Determination of Quorum, Approval of Prior Minutes:** The regular meeting of the Board of Directors of Bear Island Homeowners Association, Inc., pursuant to posted notice, was held at 6:30 P.M., Wednesday, December 5, 2011, in the Faircloth Park Meeting Room, Shiloh Drive, West Palm Beach, Florida. Present were: Directors Howard Berman, Diana Kaufman, Gail Saunders, Stephen Seftenberg and Karen Spina . Mr. Berman acted as Chair and Mr. Seftenberg as Secretary. The Chair declared that a quorum was present. Also present were David McElroy, 1170 Gator Trail, Chair of the Irrigation and Water Committee, Rick Marcinak, 1065 Gator Trail, Chair of the Architectural Control Committee, and residents Bill Benson, 2750 White Wing Lane, Joseph Kaufman, 1525 Bear Island Drive, and Diane Rose, 1150 Bear Island Drive. Minutes of the November 16, 2011, regular meeting were not available.

**B. Reports:**

**1. President's Report:** No report.

**2. Manager's Report:** The Manager's written report will be filed with the minutes. Ms Saunders raised a question about the plumbing invoices. After discussion, at her suggestion, the Chair requested the Property Manager to group all expenses related to water leaks in a single entry.

**3. Communications Committee:** Ms Kaufman reported (1) that the Holiday e-newsletter had been sent to owners who signed up to receive them by e-mail and that a "telephone blast" had alerted all owners that 50 print copies of newsletter had been placed at the Gate House, (2) that she had paid \$207.33 for lights placed on the palm tree in the entry and on the Gate House overhang at no charge by Florida Image and (3) that she had received a memorandum from Mr. Seftenberg with suggestions for improving the web-site. Mr. Seftenberg circulated copies of this memorandum to the Board members and the Property Manager and requested comments, after which he will circulate a "final" memorandum by e-mail. Upon motion duly made and seconded, after discussion, the Board voted unanimously not to place a small Christmas tree and a Menorah in the windows of the Gate House.

**4. Irrigation and Water Committee:** Mr. McElroy reported much better communication following the recent water leaks noted in the Property Manager's report. He also noted that an irrigation valve had "stuck" on Sunday, December 4, 2011. The pumping station was turned off while the irrigation valve was turned off. No harm was done to the irrigation system since no irrigation would be allowed until Wednesday. Florida Image will repair or replace the valve.

**5. Architectural Control Committee:** The following persons were appointed as members of the ACC and as Assistant Vice Presidents, to serve at the pleasure of the Board: Rosemary Gensler, Rick Marcinak, Alex McConnell, Wayne Meisenzahl, Patricia Miclean and Howard Solomon. Mr. Marcinak will continue to serve as Chair until his replacement is recruited and appointed. The Chair said he would talk to the members of the ACC to see if one or more can be named as Chair or co-Chairs.

**6. Property Owners Association Report:** No report.

7. **Gatehouse Report:** No report.

C. **Unfinished Business:**

1. **Water Leaks:** The Property Manager reported that water leaks had occurred in the domestic water lines in the Front Yards of 905 Bear Island Drive, 1230 Bear Island Drive and 1250 Bear Island Drive and in the sewer line in the Front Yard of 1400 Wilderness. All leaks have been repaired by Flamingo Plumbing. Upon motion duly made and seconded, the Board unanimously approved (1) sending Flamingo Plumbing's bills to the respective owners for reimbursement and (2) requesting the Property Manager to retain an attorney to draft an opinion letter to the Association on the question of responsibility for repairing leaks (1) in the sewer lines in the Front Yards and (2) in the domestic water lines in the Front Yard between the domestic water shut off valve in the Front Yard next to the sidewalk and the shut off valve at the home. Water leaks in the valve boxes at 1140 Bear Island Drive and 1445 Bear Island Drive were repaired at the expense of the Association.

2. **Management Company Request for Information:** At the Chair's request, Mr. Welch left the room. At Ms Kaufman's request, Mr. Kaufman reported on his review of management companies at the end of which he recommended that the MMI contract be extended. Upon motion duly made and seconded, after discussion, the Board voted unanimously to extend the MMI contract as amended to include Gate House service. Upon motion duly made and seconded, Mr. Warnecke will be directed to give the Property Manager a \$300 holiday bonus. Mr. Welch was invited back into the room.

3. **Renewal of Bear Island Homeowners Association, Inc., term:** Mr. Seftenberg reported that our attorneys had prepared all paperwork required to extend the life of the Association. Upon motion duly made and seconded, after discussion, the Board voted unanimously to execute the paperwork and present it to the Annual Meeting of the Members, following required mailed notice.

4. **Water Shutoff Valves:** The Property Manager reported that Florida Image had located and marked the location of all domestic water valves in the "front half" at a cost below \$1,000. Upon motion duly made and seconded, after discussion, the Board voted unanimously to approve marking and locating the "back half" valves at a cost not to exceed \$1,000 plus the amount not expended on the "front half" project.

Upon motion duly made and seconded, discussion of the Request for Bids to map the entire water and irrigation system was deferred to the February 2012 Board meeting.

5. **1235 Owl Point Circle (William St. John):** The Property Manager reported that the condition of this home continued to deteriorate and that the owner has repeatedly refused to make repairs. Upon motion duly made and seconded, the Board unanimously approved having the Property Manager notify the owner by regular and certified mail that unless he makes needed repairs by January 15, 2012, the Association will retain a contractor to inventory needed repairs that will then be put out to bid to be done at the owner's expense.

6. **E-newsletter:** Ms Kaufman reminded directors to get their material in by December 15, 2011.

**D. New Business:**

**1. Concrete Repairs:** The Property Manager reported that Al Jordan has submitted bids to remove the concrete as required, cut the roots causing the cracks and relay concrete blocks (not pavers) for the following addresses:

- a) 1270-1280 Bear Island Drive (sidewalk) \$ 825.00
- b) 1240-1250 Bear Island Drive (sidewalk) 685.00
- c) Across street from 1280 Bear Island Drive (sidewalk) 825.00

Upon motion duly made and seconded, the Board voted unanimously to have the Property Manager (1) to request Mr. Jordan to submit a bid limited to removing the concrete and cutting the roots and (2) to invite at least two contractors to bid on putting pavers instead of pouring concrete, and report back at the January 2012 Board meeting.

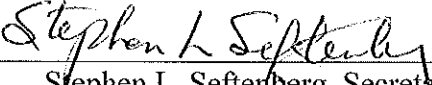
The Property Manager also said he had received two bids to repair the concrete abutting the garage at 1170 Gator Trail, one from Al Jordan for \$935.00 and one from BC Spraydecking for \$1,150.00. Upon motion duly made and seconded, the Board unanimously voted to disapprove this work since it was clearly on the owner's property.


**E. Communications to the Board.** There were none.

**F. Next Meetings; Adjournment:** The Chair requested the Property Manager to find a suitable date and location for the January 2012 meeting since Monday, January 2, 2012 is a holiday. Once a suitable date and location is set by the Chair (after consultation with the other Directors), the Property Manager will post notice at the Gate House and will also make a telephone "Blast" advising the Owners of the change in date and the location, if necessary.

There being no further business, the Chair adjourned the meeting at 8:55 P. M.

Respectfully submitted,

  
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Stephen L. Seftenberg, Secretary

Approved: 1/3, 2012  
  
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Howard Berman, President