

BEAR ISLAND HOMEOWNERS ASSOCIATION, INC.
MINUTES OF THE REGULAR MEETING OF THE BOARD OF
DIRECTORS

Tuesday, September 6, 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 7:00 P.M., Tuesday, September 6, 2011, at Faircloth Meeting Room, West Palm Beach, Florida. Present were: Directors Howard Berman, Diana Kaufman, Gail Saunders, Karen Spina and Stephen Seftenberg. Mr. Berman acted as Chair and Mr. Seftenberg as Secretary. The Chair declared that a quorum was present. Also present were Bryan Welch, the Property Manager on behalf of MMI of Palm Beaches, Inc., and Joseph Kaufman, 1525 Bear Island Drive. Minutes for the August 29, 2011 special meeting were not ready.

B. Reports:

1. **President's Report.** No report.
2. **Manager's Report.** The Manager's written report will be filed with the minutes. Laddered \$50,000 CDs due in 6, 12 and 18 months have been opened at Anchor Bank. Funds came from the reserve account.
3. **Architectural Control Committee.** No report.
4. **Communications Committee.** No report.
5. **Gatehouse Report.** No report
6. **Irrigation and Water Committee.** No report.

C. Unfinished Business:

1. **(Kontos) 1315 Bear Island Drive.** The Chair stated that mediation was now scheduled for October 7, 2011, at 1 P. M., at the law offices of Michael Gelfand, 1555 Palm Beach Lakes Blvd., Suite 1220, West Palm Beach, Florida 33401. He urged as many members of the Board to attend as possible.

2. **Rules and Regulations and Architectural Standards and Procedures.** Mr. Seftenberg reported that Ms Saunders' recommendation that a section be inserted in the Rules and Regulations covering "Home businesses" was drafted as a new Section 5. He also noted that a sentence was added to Section 32 ("Television") requesting satellites be placed as inconspicuously as possible. These drafts have been circulated to the Board members for comment. He suggested that the President call a special "workshop" meeting for a date, time and location to be worked out by the Property Manager.

3. **2775 White Wing Lane.** The Property Manager reported that 2775 White Wing Lane has been sold and the Association realized \$9,000 less attorneys' fees and expenses, which will go first to this property's delinquency which as of August 31, 2011, was \$6,120.00.

4. **MMI Contract:** The Property Manager was excused from the meeting for the duration of this topic. Ms Kaufman circulated a proposed outline of an annual evaluation process for MMI, with a proposed evaluation guideline and invited comments. Mr. Seftenberg suggested that a similar process be instituted for Allied Barton Security and Florida Image Landscaping. He also suggested that each Board member submit written comments and suggestions to Ms Kaufman for evaluation and discussion at the next Board meeting.

D. New Business:

1. ~~two~~ **2730 Clubhouse Pointe.** Tri Brothers has submitted a bid totaling ~~\$1,025~~ ^{\$425.00} to install ~~two~~ ^{one} sable palms at this address. Upon motion duly made and seconded, the Board directed the Property Manager to obtain two bids for this work from Florida Image and report back at the next Board meeting.

2. **New Web-Site:** The Property Manager submitted a proposal to host the Bear Island web-site for an initial set up fee of \$250.00 and an annual subscription fee of \$50.00. Upon motion duly made and seconded, the Board approved the proposal, with one condition: that a member of the public, such as a prospective purchaser or a real estate agent, access the web-site to the same extent as an owner. Once this condition is met or waived, the Association will continue to run the present web-site for at least 30 days after the contract is signed to permit Board members to familiarize themselves with the new web-site and work out any "bugs." The Chair appointed Diana Kaufman and Gail Saunders as the "editors" of the web-site, who will have a confidential password that will allow them to maintain and update the web-site. Ms Spina suggested that the Property Manager draft a short notice to be inserted in the Fall e-newsletter.

3. **Emergency Procedures:** The Property Manager has circulated the MMI Emergency Procedures and invited comments and suggestions. Ms Kaufman suggested that the procedures for Bear Island include a list of the "preferred" contractors who could respond promptly in the event of a disaster. The Chair invited comments and suggestions to MMI by e-mail.

4. **2012 Budget:** Ms Saunders has circulated three *beta* versions of the 2012 budget, #1 with no increase in reserve allocation; #2 with an annual increase (over the current reserve total) of \$1,699 (\$7.48 per home per year); and #3 with an increase of \$6,017 (\$26.51 per home per year. Ms Saunders also submitted three drafts of a reserve schedule. These calculations are based on the 2011 Reserve Study. Budget #3 would bring Bear Island's reserves to a "Fully Funded Balance," which means that the amounts scheduled to be collected for each category (Asphalt paving for streets; Concrete and pavers for sidewalks and aprons; Entry and Gate House; Exterior and painting; Irrigation Pumping Station and Contingency) over the estimated remaining life of each asset category would produce the dollar amount equal to the estimated replacement cost in current dollars. Mr. Seftenberg pointed out that by the time replacement will

be required, inflation will make these figures less than 100% funded, but that it is prudent to set aside now for the future and fairer to the present and future generations of owners. Ms Saunders invited comments and suggestions.

5. **Water Valves:** The Property Manager circulated a bid from Engenuity Group, Inc., proposing to physically locate all domestic water shutoff valves (both residential and sectional), create a Google Earth KMZ file that can be viewed from a PC, laptop or Tablet and produce a hard copy map of 72 inches by 36 inches, for the price of \$4,400. Discussion of this bid was deferred until the 2012 budget is finalized.

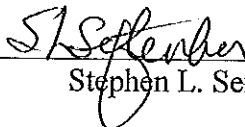
E. **Communications to the Board.** There were none.

F. **Next Meetings; Adjournment:** The Chair set the next regular meeting of the Board for the Faircloth Meeting Room for Monday, October 3, 2011, at 7:00 P. M..

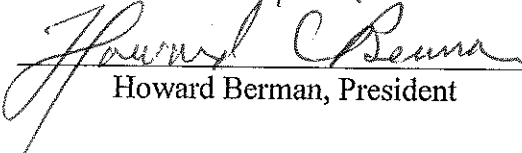
There being no further business, the Chair adjourned the meeting at 9:01 P. M.

Respectfully submitted,

Approved: 10/3/, 2011



Stephen L. Seftenberg, Secretary



Howard Berman, President