

# MINUTES

## Hamilton at Shipyard, HPR

2010 ANNUAL HOMEOWNERS MEETING

SATURDAY, OCTOBER 2, 2010

2:00 P.M.

- I. Roll Call – Pat Cheek, Chairperson of the meeting, called the meeting to order at 2:03 p.m. Pat welcomed everyone to the meeting and asked for everyone to introduce themselves to the group. Bryan then introduced members of the management team.
  - A. Officers and Directors present – Pat Cheek, President; Leon Colavita, Vice President
  - B. Officers and Directors absent – Nancy Westerman, Secretary
  - C. Owners represented – Quorum established with 75% of the owners represented.
    1. In Person - 25%
    2. By Proxy - 50%
  - D. IMC Resort Services, Inc. representatives – Bryan Dorshimer, Association Manager; Melissa Fenstermaker, Minutes; Chris Yeager, Assistant
- II. Proof of Notice of Meeting or Waiver of Notice – Notice of the meeting was mailed to the owners on September 2, 2010.
- III. Reading of Minutes or Preceding Meeting – **Betty Colavita made a motion to waive the reading of the minutes from the previous annual meeting and accept into record as presented. Mr. Craig seconded the motion. The motion passed without opposition.**
- IV. Reports of Officers
  - A. President – Pat Cheek thanked everyone in attendance for taking an interest in their community. She then gave a brief report of the activities within the community during the past year. The Board is satisfied with the performance of all the vendors including the management company. A drainage and asphalt repair project was undertaken to resolve issues within the community. A true fix for all of the problems would require the entire surface to be removed, re-graded and replaced; which would be a huge financial burden to the association.

Some dead trees were removed from the community.

Various wood rot repairs were completed including banisters and dormers. Pat asked the owners to let Bryan know if they think there is an area that needs attention in the community; as they all have a shared interest in the community and the more eyes looking at the community, the better.

Minor repairs have been made to the irrigation system in an effort to make sure the landscaping receives the appropriate amount of irrigation.

At the request of Hamilton, the Health Institute has installed no parking signs on Valencia. Across from building 12 (outside of Shipyard on Lagoon Rd) a dock had been installed that had rotted and fell into the lagoon. Bryan got Shipyard involved who in turn got the Town involved. The dock has since been removed.

- B. Vice President Report – Leon reported that he had a conversation with a technician from Suburban Propane and found that the gauge had been stuck on his tank and was not giving an accurate reading. Leon was shown how to make sure that it is showing the right information. Leon asked for Bryan to contact Suburban to have them send them out to check all the gauges.

Leon also gave a recap of the roadway / drainage project. He is hoping to be able to approach some of the remaining issues as time and funds permit. He reported that Valencia Rd is on schedule to be repaved in 2012.

Painting – Leon reported that all the wood rot repairs have been painted either by tech from IMC or by Leon.

#### V. Reports of Committees

- A. Landscape committee – Pat reported that the committee has been thrilled to be working with the new landscape vendor (US Lawns). The committee has been working with the vendor to move toward a vegetation reduction plan. As the budget permits, the committee is looking toward adding drought resistant vegetation as well as more native plantings.

- B. Financial Position – Bryan reported on the financial position of the association as of October 1, 2010.

Working Capital – RBC	\$10,000.00
Operating checking – RBC	\$ 691.00
Replacement fund – CSB	\$20,636.49
Insurance Reserve – CSB	\$54,542.19

Overall, the association is in a good financial position. All vendors are current with their payments. Bryan reported that there are no delinquencies within the community. Bryan informed the owners that preliminary indications are showing that flood insurance may increase approximately 8-10% in the

coming year; but as flood insurance is a minimal portion of the overall insurance package, it shouldn't have that big of an impact on the total amount due. The current hurricane season has not been very active and if it continues for the next two months, there hopefully will not be an increase over last year's premium and if there is, it will be minimal.

- VI. Election of Inspectors of Election – Bryan explained that this is normally an uninterested third party to oversee the elections. Without objection, the owners elected Bryan to serve as the inspector of elections.
- VII. Election of Directors – Leon Colavita nominated Harry “Butch” Sorgs to serve on the Board. As there were no other nominations, the nominations were closed and Mr. Sorgs was elected by acclamation.
- VIII. Unfinished Business
- A. Lagoon Maintenance – Shipyard bills each community on a basis of how much of their property touches the lagoon in order to maintain the lagoons within the community.
- IX. New Business
- A. Budget Approval – The Board presented their recommended operating budget for 2011. There is no association fee increase planned for 2011. There was a question about the increase for trash collection and if it is related to the Town's planned recycling program. Bryan reported that it is not, but that he has worked the numbers and found that if the program should go into affect during the 2011 fiscal year, there would be funds to cover it. Leon thanked all vendors including IMC for holding their numbers for the 2011 fiscal year. **Tim Brophy made a motion to approve the budget as presented by the board of Directors. Butch Sorgs seconded the motion. The motion passed without opposition.**
- B. Compliance with governing docs as they relate to short term rentals – Pat Cheek spearheaded this discussion and said that recently there has been some misunderstanding with what is required by the governing documents as it relates to short-term rentals in the community. See the attached excerpt from the governing documents which, explains what usage is allowable. In an effort to get clarification, the owners authorized Bryan to get an opinion letter from an attorney as to what the intent of the passage is meant to convey. Possibly have an attorney other than Smoot review it.
- C. Communications Committee – Mrs. Brophy (3B) circulated a list for the owners to put together an email communications list. She will also work on putting together regular updates to the community.
- D. Recognition – The owners thanked Pat Cheek for her tireless efforts and dedication to the community during her tenure on the Board.

X. Adjournment – There being no further business to discuss at 4:00 p.m., **Diane Sorgs (12B) made a motion to adjourn. Tim Brophy (3B) seconded the motion. The motion passed without opposition.**

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