

SAIL HARBOUR HOMEOWNERS' ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS' MEETING

September 11, 2006

- A. Call to Order
- M. Walker called the meeting to order at 7:07 p.m.
- B. Roll Call
- Mike Walker, Michelle Riker, Shari Levy, Bonnie Raishe, and Robert McLellan (Castle Management)
- C. Reading of the Minutes
- M. Riker motioned to waive reading of the minutes.
 - S. Riker seconded the motion and it passed unanimously.
- D. Finance Committee
- B. Raishe reported the financials and balance of accounts as of July 31, 2006: total current assets \$146,341.03; total reserve cash \$28,389.31; total other assets \$33,601.50 for a total of all assets of \$208,331.84; total other liabilities \$136,870.00; total reserve liability \$28,389.31; total owner's equity \$43,072.53 for a total of liabilities and equity of \$208,331.84.
- E. Report of the Management Company
- R. McLellan noted that a copy of the August 6, 2006 meeting minutes were attached to the management report.
 - Castle Management has provided the Board members with weekly management updates. R. McLellan requested the Board members complete and submit the Castle Management survey form previously provided to them.
 - 7 work orders were created since August 6, 2006.
 - A pre/post tropical storm Ernesto update was given.
 - There will be two mail carriers to replace the broken postal boxes doors.
 - Painting of the buildings continues and there have been walk-throughs conducted.
 - The violations list is included in the management report. It was noted that there are fewer violations. 120 violation letters have been sent since the last meeting - most of which are for shutters that have not been taken down, giving unit owners through Labor Day to comply.
 - Roof repairs: August 1 was the initial deadline for homeowners to repair all roof damage and letters went out giving homeowners 30 additional days to complete the repairs. As of September 1 there are still 37 incomplete repairs. R. McLellan recommended and the Board agreed that

due to the cost another inspection be conducted on October 1 and all outstanding violations be forwarded to the attorney for letters.

- Delinquencies: just under \$20,000 delinquent for 60 days; 27 units are in collections; 12 new delinquencies forwarded to the attorney.
- A letter was sent to a homeowner regarding a back porch wood structure. A letter was received from the homeowner with questions. The Board tabled the matter until the next meeting.
- Letters to a unit owner regarding garage door replacement have been sent, giving 60 days from September 8 to obtain approval for replacement and completion.
- A legal opinion letter was received advising that guest parking violators cannot be towed.
- A letter was received from a unit owner concerning the towing of his illegally parked vehicle. A letter will be written, denying the owner's request for towing reimbursement.
- A letter will be sent to homeowners, delineating responsibilities between Sail Harbour and Briar Bay.
- The draft 2007 budget will be mailed to owners and any amendments to it at the October 2, 2006 meeting.

F. Report of Committees

- Screening
 - M. Riker reported that one new lease was approved and a welcome package sent.
- ARC
 - M. Walker reported that one shutters request was received.

G. Old Business

- A walk-through was done prior to the meeting and a punchlist done. It was noted that no notification is given when the painting is starting or completed. A homeowner complained of stepping in spilled paint.

H. New Business

- M. Walker called for additional Board members.
- M. Walker advised that a community website is up and running - www.sailharbour.net. It was requested that the website address be added to the letter to owners concerning Sail Harbour/Briar Bay contacts.
- It was noted that there is graffiti on the Osprey and Eaton street sign. It was requested that our security guard take a picture of it and the picture sent to the West Palm Beach Police or Sheriff's Office to see if gang-related.
- There will be a meeting organized by Briar Bay with a local television station concerning obtaining more police presence and stop light on Jog.

I. Open Forum

- An owner stepped in paint drippings in his yard while he was putting up his hurricane shutters.
- Landscaping replacement will be done after the hurricane season (approximately November 1).
- Hurricane shutters must be removed 72 hours after a storm passes.
- It was requested that the landscaping company trim the shrubs to below the banding in order to alleviate mold or mildew.
- Ant problems were noted at the pool - it was requested the homeowner contact Briar Bay concerning the problem.
- It was noted that anyone whose car is towed can contact the West Palm Beach Police Department who can advise the identity of the towing company.
- At the end of the painting there will be paint on site and cards will be distributed advising the color number. The painting is taking longer than originally anticipated due to the rain.
- The landscaping company accidentally cut an owner's croton - R. McLellan will follow up with the landscaper to replace same.
- Tile on the back patio does not require ARC approval.
- Front doors and garage doors are being painted.

J Announcements

- Briar Bay meeting September 12, 2006.

K Next Meeting Schedule

- The next Board of Directors meeting is scheduled for October 2, 2006 at 7:00 p.m. at the Briar Bay Clubhouse. The budget will be adopted at this meeting.

L. Meeting Adjourned

- M. Walker adjourned the meeting at 8.06 p.m.

Respectfully submitted,

Bonnie Raishe
Secretary