

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

November 13, 2006

- A. Call to Order
- M. Riker called the meeting to order at 7:00 p.m.
- B. Roll Call
- Michelle Riker, Shari Levy, Bonnie Raishe, Dee Henann (Castle Management), and Freeman Senecharles (Castle Management)
- C. Reading of the Minutes
- B. Raishe motioned to waive reading of the minutes.
 - S. Levy seconded the motion and it passed unanimously.
- D. Finance Committee
- Reading of the Treasurer's report is postponed to the next Board meeting.
- E. Report of the Management Company
- Freeman Senecharles was introduced as Castle Management's on-site manager.
 - Castle Management will provide a detailed delinquencies report at the next Board meeting.
 - 8 work orders were created since the last meeting.
 - 29 violation letters have been sent, 12 of which pertain to hurricane shutters still up. Shutter violations will be sent to the attorney.
 - Painting complaints and issues were discussed. Another walk-through is scheduled for Thursday and the issues will be addressed at that time.
 - Castle Management contacted the County Code Enforcement Department and was advised that only significant roof and shutter repairs are enforceable under the County Code.
 - Castle Management provided a spreadsheet of owners and tenants. If no term of lease is indicated, it means that the tenant information was obtained from the Briar Bay guard gate and no lease has been provided to Castle Management. There was discussion concerning how to control access to the community by "illegal" occupants. The Board decided to have Castle Management send letters to all rented units for which no leases are on record, requiring the owner to submit a lease within 30 days. Upon receipt of the lease, a background check will be done, a lease package will be provided along with a request for the background check fee.

- Briar Bay has requested that Sail Harbour provide it with written requests to add or delete owners/tenants to the gate database. It was noted that the Board should be advised by Briar Bay of a sale of a unit.
- Another option of a welcome/orientation committee to meet with new owners/tenants was discussed but not accepted.

F. Report of Committees

- Screening
 - M. Riker reported that one new lease package will be sent.
- ARC
 - M. Riker reported that no ARC requests were received this month.

G. Landscaping

- Darryl of Palm Beach-Broward Landscaping reported to the Board that they only have in between units and redoing the front sign area left to complete. Sail Harbour's entrance will be planted to look similar to Briar Bay's entrance. New trees in the community were not staked in order to avoid snapping in high winds.
- Homeowners complained of removal of plants and muddy areas in back of units by the air conditioners. Darryl will follow up on those issues.

H. Old Business

- The painting is complete and a walk-through is scheduled for Thursday morning. A notice will be forthcoming about the availability of painting porches. Homeowners at the meeting advised of touch-ups requiring attention and complaint of spilled paint. As soon as the project is completed, touch-up paint will be available. An inquiry will be made to Briar Bay to see if the paint could be left in the Briar Bay clubhouse and disbursed from there. One final walk-through needs to be scheduled for a Saturday.

I. New Business

- Mulching proposals were presented but the Board decided not to accept same.
- Discussion was had concerning commercial vehicles parked in driveways and in guest parking. Commercial vehicles in guest parking should be stickered with violation stickers; the roving guard will provide addresses and license plates of commercial vehicles parked in driveways so that violation letters can be sent.
- The Sail Harbour website is up and running. B. Raishe will obtain more information concerning the status of it.
- M. Riker called for additional Board members.
- Briar Bay board meeting scheduled for November 14. Because of on-going issues, Sail Harbour may need a new representative to that Board.

J. Open Forum

- Cars and motorcycles are racing through the community. It was requested that owners keep track of them and advise the Board so that letters can be sent.
- Complaints were made of animal waste not being picked up. If residents will provide addresses of animal owners, letters will be sent.
- It was noted that there have been a number of break-ins in the Briar Bay and Sail Harbour communities and arrests have been made.
- It was noted that towing occurs 24/7.

K. Announcements

- Briar Bay meeting is scheduled either November 14, 2006.

L. Next Meeting Schedule

- The next Board of Directors meeting, which is also the annual meeting, is scheduled for December 11, 2006.

M. Meeting Adjourned

- M. Riker adjourned the meeting at 8.15 p.m.

Respectfully submitted,

Bonnie Raishe
Secretary