

NOTE: THESE ARE UNAPPROVED MINUTES ONLY. THEY WILL BE REVIEWED, POSSIBLY AMENDED AND APPROVED AT THE NEXT BOARD MEETING.

**Innerarity Island Association, Inc.
Board of Directors Meeting
November 15, 2015**

Call to Order: A quorum being present, the quarterly meeting of the IIA, Inc. Board of Directors was called to order at 4:01 at the 5740 Red Cedar Street by Brooke Agers, President. The required notice was posted on the Community Bulletin Board with more than a 48-hour notice.

Board members present: Brooke Agers, Ray Moody, Peg Gilmore, Donna Tinker, Neil Myers, Glenn Barbee and Leigh Dawkins

Board members absent: None

Others Present: Tom Lange, Ann Hamilton and Cheryl Kelly, EPM.

Approval of Minutes:

Ray Moody moved to approve the minutes of the September 27, 2015, BOD Meeting with Donna Tinker seconding. Motion passed unanimously.

Officer's –

President Report - None

Secretary Report - None

Treasurer Report - Ray Moody presented the following proposed 2016 Budget:

Innerarity Island Association-Financial Statement & Budget					
Line				2,016	2,016
Number		2,015	2,015	Budget	Budget
	Beginning Cash Balances:	Budget	Actual	No Increase	25% Increase
1	Operating Account	16,194	16,194	19,843	19,843
2	Reserve Account	15,000	15,000	20,000	20,000
3		31,194	31,194	39,843	39,843
4	Receipts:				
5	Dues	55,000	49,310	49,300	61,600
6	Reimbursements- Russell Bayou	1,640	1,779	1,400	1,400
7	Road Impact Fee	500	1,500	1,500	1,500
8	Misc. Income	250	642	700	700
9	Total Receipts	57,390	53,231	52,900	65,200
10	Operating Disbursements:				

11	Insurance	1,500	1,454	1,500	1,500
12	Taxes	200	148	200	200
13	Meeting Expense	200	162	200	200
14	Legal Expense	10,000	7,882	3,000	3,000
15	Miscellaneous Expense	1,000	434	1,000	1,000
16	Postage	1,000	1,334	1,400	1,400
17	Management Fees	8,400	8,400	8,400	8,400
18	Island Social Events	500	0	500	500
19	Right of Way Mowing	7,700	8,975	9,000	9,000
20	Misc/General Maintenance	1,000	467	1,500	1,500
21	Gate-Landscaping	500	1,425	2,500	2,500
22	Gate-Telephone	1,500	1,598	1,600	1,600
23	Gate-Repairs & Maintenance	5,000	1,259	3,500	3,500
24	Gate-Electrial	1,100	1,513	1,600	1,600
25	Gate Insurance	900	997	1,000	1,000
26	Total Operating Disbursements	40,500	36,048	36,900	36,900
27	Other Disbursements:				
28	Community Park & Greenway	3,500	3,529	1,000	1,000
29	Road Resurfacing (Deferred \$31,000)	0	0	0	0
30	Gate Operators Replacement	0	0	8,500	8,500
31	Right-of-Way Clearing			16,000	16,000
32	Drainage repairs	21,000	5,005	0	0
33	Total Disbursements:	65,000	44,582	62,400	62,400
34	Net Income (Loss)	(7,610)	8,649	(9,500)	2,800
35	Ending Cash Balances:				
36	Operating Account	8,584	19,843	20,343	22,643
37	Reserve Account	15,000	20,000	10,000	20,000
38		23,584	39,843	30,343	42,643
Line 37 - Reserve for capital expenditures and deferred maintenance. Needed reserves by 2019 will be \$64,000 for roads and \$ 40,000 for storm contingencies.					

Discussion:

Ray Moody will make adjustments to the budget prior to annual meeting in accordance with discussion of expenses for 2016.

EMP needs to update past due list for annual meeting.

Committee:

Gate Committee –

Glenn Barbee moved and Ray Moody seconded that we replace two LiftMaster Gate Operators 24VDC with Batteries and 5-year warrantee per the Estimate provided by Johnson Communications, Inc. of \$8,326.25 and that we enter into the Maintenance Agreement as proposed for \$350 payable quarterly. The motion passed unanimously.

EPM will get the remotes from Dale Boyd as previously agreed by the Board.

ACC Committee: The following report was presented by Peg Gilmore, ACC Chair.

ACC Report to
Board of Directors
Innerarity Island Association, Inc.
November 15, 2015

Committee Members: Tom Lange, Martha Desposito, Neil Myers, Gary Wraalstad and Tomas Ondra

Website:

When Ron Brooks was directed to the ACC tab on our Website, it was discovered that two of the three pages of the Application Form were missing. Apparently, they were deleted when making an update to the first page. This has been corrected.

Pending:

Brooks – 16410 Innerarity Point Road - Initial contact by phone from Ron Brooks on 10-22-2015 was referred to Tom Lange. On November 8, 2015, Tom Lange presented to the Committee a package received from Ron Brooks for a home at 16410 Innerarity Point Road. The package was not complete in that we did not receive a county approved set of plans, a sample of the roof material and color, nor a sample of the brick and color of mortar.

Tom Lange will review the package with Tomas Ondre and will then contact the owner to resolve any missing elements.

Stenicka – 5616 Innerarity Circle – On October 18, 2015 the Committee reviewed on a preliminary basis plans for an in-law addition. The Committee saw no problem with the preliminary plans. The owner will contact ACC for approval when his plans are finalized.

In Progress:

Richards – 16278 North Shore Drive- Windows have been replaced. The Siding has been completed. The brickwork and the back porch are not yet done.

Cuny – 5458 North Shore Road – New Home construction

Biggerstaff - 16240 Inneraerity Point Road – New home construction

Peg Gilmore, Chair

Gate Beautification/Garden Club – The following report was presented by Leigh Dawkins.

At our gated entrance, my goal is to obtain one professional to do all the work to maintain a good first impression for our community.

This includes fertilizing the lawn and shrubbery and pest control and mowing.

The sprinkler system is in this budget and every winter something freezes and breaks and has to be replaced. Thanks to Kip Tinker he has purchased the parts and done the repairs to date.

The mulch has to be purchased, hauled and placed at least 3-4 times a year. Weeding and maintaining the garden is also a factor, as the woods are constantly creeping into the area.

It is time to replace our Christmas wreaths which should be a one-time cost and will last about 5 years.

My estimate is \$2500 for 2016.

Gate Camera Maintenance – No report.

Discussion: Glenn Barbee will reset opening and closing times of gate to reflect Daylight Savings Time change.

Because of vandalism to our signs and other problems that might be tracked by a wireless camera, the Board agreed that the committee would purchase a low cost one such as used at deer hunting feed sites for trial here on the Island to be funded from Misc/General Expense.

Roads Committee – No report.

ROW, Greenways & Community Park Lawn Maintenance Committee: No report

Finance Committee – See Treasurer's Report

History Committee – No report.

Picnic Committee – No report

Old Business:

A. Covenants and Code infraction: Brooke Agers presented the following:

Innerarity Island Association, Inc. process for violation identification and treatment:

1. Suspected infraction of covenants identified by homeowner
2. Homeowner calls Board member or EPM directly
3. If notified directly, EPM sends email to Board to alert of possible issue and address of issue.
4. If notified by Board Member, member sends email to EPM copying all other Board Members to summarize issue and provide address.
5. EPM verifies in-person or via pictures sent with report within 5 days of receipt of complaint.
6. If reported issue is a county code violation, EPM to file code complaint online for property address. (<http://myescambia.com/make-request-county-departments>)
7. If verified as covenant violation, EPM to send notice to homeowner via certified mail with the following information:
 - a. Report date of violation
 - b. Infraction as documented in covenants
 - c. Photo or other documentation as proof of violation
 - d. Desired remedy
 - e. Remedy date (14 days from notice)
 - f. Amount of fine if not addressed by remedy date (\$100 per violation up to \$1,000)
8. After 30 days if no response from homeowner, EPM to verify violation still exists.
9. If yes, EPM to send second notice including:
 - a. Fine amount
 - b. Copy of first notice
 - c. Date upon which voting rights will be suspended (90 days from first notice per FL statute)

- B. Brooke Agers the Agenda for the annual meeting and a letter to be sent to all property owners.
- C. Proxies: Ray Moody requested that the Board members gather proxies from neighbors who do not plan to attend the Annual meeting.
- D. Signs on Red Cedar: Ray Moody has not yet installed the signs agreed upon at the last meeting because he is reviewing the types and style of sign.

Glenn Barbee moved and Ray Moody seconded purchasing a portable camera not to exceed \$200 for installation at the Red Cedar cul de sac. Motion passed unanimously.

- E. Digital Directory: We need to get approval at annual meeting from those property owners who wish to be included in the Directory.

New Business: Immediately after adjournment, the 2016 BOD will be determining a date for their first meeting.

Adjournment: There being no other business, moved Donna Tinker and Ray Moody seconded that the meeting be adjourned. Motion carried unanimously and meeting was adjourned at 5:41pm.

Submitted by: Secretary

Approved by: President