

*Sandpiper Cay Condominium Owners Association
Board of Directors Meeting
August 18, 2008*

The Sandpiper Cay Condominium Owners Association Board of Directors met on Monday, August 18, 2008 at Village Realty. Steve Kinnier, Tom Watkins, Liz Puma and Pat Ambrose were present. Linda Craig participated via telephone. Bob Oakes, Emily Lewis and Courtney Fowler were representing Village Realty. Some owners were present as well representing nine units.

Mr. Kinnier welcomed everyone to the meeting and asked everyone to introduce themselves. He explained the order of the meeting and noted the owner's forum was first on the meeting agenda. Mr. Kinnier opened the floor to owner comments.

Barbara Lawrence expressed her concern over the parking issues throughout the community. Two spaces are available per unit and she feels that long term rentals are the problem because they take up too many spaces. Another owner noted they have the same problem as well. Mr. Kinnier suggested that Village Realty remind the owners in the next mailing that two spaces are designated per unit. Ms. Lawrence suggested the Board think about assigned spaces as a future solution. Mr. Kinnier noted the Board would address.

Jim Coughlin brought up the old copies of the Rules and Regulations and suggested the Board look into rewriting them. Mr. Kinnier explained there was a Rules and Regulations Committee led by Ms. Puma and Ms. Craig. Ms. Puma noted the Committee had not met yet and anyone who wanted to join the Committee should contact her. Ms. Puma asked Village Realty to give her old copies of the Rules and Regulations to her. Mr. Kinnier informed the owners they can always contact Village Realty for copies of any of the documents. Ms. Craig noted copies of the Association documents are also available at the Annual Meetings.

Betty Peet noted some of the water meters covers were broken or damaged. Village Realty noted they would contact the county or the town regarding the water meters. Ms. Ambrose noted some of the termite covers were missing as well. Village Realty will also notify Terminix.

June Hodes expressed she was upset the Annual Meeting had been moved from the fall to the spring. Mr. Kinnier explained the meeting would be scheduled in March according the Association's by-laws. Ms. Peet also questioned the pool monitor duties. Ms. Lewis explained the pool monitors were there to administer the sign in table and open and close pool. They were there to make sure the pool rules were followed and to ensure the safety and right to enjoyment of all using the pool. Mr. Kinnier noted the Board is going to review the pool monitor duties once the 2009 budget project is complete. The Board decided to keep the pool open in September and to have the pool monitors work on the weekends. Mr. Watkins responded to Ms. Peet's concern over the condition of the

bulkhead behind the pool and he noted it was in good shape. Ms. Ambrose suggested sending the updated pool monitor duties out to all owners when the pool codes are sent out in the spring. Ms. Craig noted the NC Pool Codes need to be followed as well.

Mr. Kinnier called the Board meeting to order. The Board reviewed the minutes from July 21, 2008. On a motion by Ms. Ambrose and a second by Mr. Watkins, the minutes were approved as submitted with one minor correction per Ms. Craig.

Ms. Lewis presented the Financial Report. A current Balance Sheet, Income Statement and Posting Journal were presented. It was noted the Accounts Receivable Dues Report will be discussed during the closed Board meeting. Mr. Kinnier presented his compellation of the current financials as well.

Ms. Lewis presented the Management Report. She noted Village Realty had received two quotes regarding the Insurance Renewal. One company felt they could not do any better than what the Association currently had. Ms. Lewis suggested asking the companies to quote a bare walls policy within the next 10 days to compare with the package policies. Mr. Kinnier was concerned the date of expiration was getting close. Mr. Kinnier noted it may be the Association needs to go with the current package policy for another year and then look into the "bare walls" policy next year. Mr. Kinner and Mr. Watkins noted they both felt the owners need to be notified if a major change is going to be done to the insurance. Ms. Lewis noted Village Realty would gather the other estimates and e-mail the Board.

Ms. Lewis noted the 12-4 PM shift was added to the pool monitor schedule for the month of August and it was confirmed the pool monitors do wear name tags. A list of all the septic tanks that had been pumped to date was enclosed for the Board in their meeting packet. Village Realty is also working on a website for the Association. A preview is available at www.sandpiper cay.org. It was also noted the message board in the hallway to the pool is now being updated regularly with Association news. A rental referral list has been created and is posted in the office. Ms. Craig asked that list be e-mail to her.

The well servicing both the 400 and 600 buildings has been replaced and the irrigation is working. A list of landscaping needs in the community was created with the help of Beach Mowing. Village Realty will continue to work on that list with Beach Mowing until the entire community is reviewed and a plan for replacement for overgrown areas is in place.

The Board decided to address a payment plan request from an owner during the closed Board meeting.

Village Realty noted they had contacted two companies that were going to submit estimates for a Reserve Study for the community. Village Realty will continue to work with the two companies and have asked the estimates be submitted by September 1st.

Village Realty has been in contact with the Town of Kitty Hawk regarding the Community Watch Program. Ms. Coughlin was also in contact and informed Mr. Watkins of the information she obtained. Mr. Watkins and Ms. Coughlin noted they would report something to the Board and owners at the September meeting.

Ms. Lewis updated the Board on the maintenance items completed since last Board meeting. Mr. Watkins informed the Board that there has been help for Wayne at Sandpiper Cay four days per week including the weekends when Wayne is off.

Ms. Lewis informed the Board of the policy regarding Wayne Armstrong doing side work at Sandpiper Cay. Village Realty is fine with him doing his plumbing business on the side on his own time but all other maintenance calls must be run through Village Realty.

Village Realty will continue to work on a list of buildings in need of painting and pressure washing.

Ms. Lewis also informed the Board the call procedure handout was included in the meeting packet. Mr. Kinnier noted he would like this notice to go out to all the owners.

Old Business

There was no further old business.

New Business

Dog Waste Issues – Ms. Fowler noted a particular unit that never cleans up after their pet. Ms. Fowler noted she has received numerous complaints. Letters have been sent to the owner and the tenant who is renting the unit and nothing has been done. Ms. Lewis suggested sending a certified letter to the owner noting if the matter is not resolved then the Association will turn it over to the attorney. The Board agreed.

Cable in the clubhouse – Ms. Lewis explained that the internet needs to be cancelled in the clubhouse but the Association is in a contract until 2011. Ms. Lewis informed the Board of the early termination fees and asked if the Board wanted to cancel both the cable and internet or just the internet. After Board discussion and on a motion by Ms. Ambrose and a second by Ms. Puma, the Board decided to cancel everything.

Storm Shutter Request – Ms. Fowler presented a request from an owner to install hurricane shutters on his unit's windows. The owner had forwarded the company information and the picture of what the shutters would look like. After Board discussion, the Board approved the owners request to install hurricane shutters. The Board did note the shutters will be white, a licensed contractor should be used that provides a warranty and the shutters are the owner's responsibility for maintenance and upkeep. Ms. Fowler will e-mail the Board the approval letter to the owner for their records.

Insurance Estimates – The insurance was discussed under the management report.

With there being no further business, Mr. Kinnier asked if there were any questions or comments from the owners. Ms. Lawrence noted there was a covered dish supper and bingo the Saturday after the Board meeting.

Ms. Craig suggested informing the owners of fines when they are sent violation letters.

Ms. Lawrence suggested the Board step in when owners are not enforcing the rules to their renters. Ms. Lewis suggested the By-laws and Rules and Regulations Committee address this issue when they are making recommendation to the documents.

With there being no other comments from the owners, Mr. Kinnier adjourned the open meeting.

The next Board meeting date was set for September 22, 2008 at 1:00 PM at Village Realty.

Respectfully Submitted,

Courtney Fowler
Assistant Property Manager