

***Sandpiper Cay Condominium Owners Association  
Board of Directors Meeting  
February 21, 2011***

The Sandpiper Cay Condominium Association Board of Directors met on Monday, February 21<sup>st</sup> 2011 at the office of Village Realty. Steve Kinnier, Pat Ambrose and Liz Puma were present. Ansley Miller was present representing Village Realty. Barbara Lawrence, Mike & Carol Matthews, Hank & Marie Sprenger and Betty Peet were present as homeowners.

Mr. Kinnier called the meeting to order. A quorum was established and all present introduced themselves. Mr. Kinnier opened the owner's forum. There were no questions or comments from the owners.

The Board reviewed the minutes of the January 17<sup>th</sup> 2011 meeting. On a motion by Ms. Ambrose and a second by Ms. Puma the minutes were approved as presented.

Mr. Kinnier presented the financial report. A current Balance Sheet, Income Statement, General Ledger Detail Report and Accounts Receivable Report were presented. There was a question regarding whether liens had been filed on two properties. Ms. Miller stated that she had started the lien filing process and was later contacted by the owners about the past dues. Both of the owners had stated that they would be making payment by the end of the month, so the liens had not been filed. Ms. Miller stated that if payment was not received by the end of the month, she would proceed with filing the lien.

Ms. Miller presented the Management Report.

The Annual percentage yield on the accounts was as follows:

Checking Account: January - .25%

Money Market Account: January - .67%

Reserve Money Market Account: January - .60%

The website was updated following the last meeting.

There were no changes in the roofing spreadsheet that was presented at the January meeting. The replacement of the 2400 building has been confirmed with a new roofing company. Mr. Kinnier explained that the Board had decided to contract with another roofing company for this roof. He noted that there were numerous complaints from the owners about Gallop Roofing at the January meeting. This company was offering a similar product to what was used on the past roofs and offered the same 15 year labor and material warranty. They will also be installing a slight 1/8" pitch that will allow for proper drainage and prevent ponding water on the roof. The cost is very comparable to the estimate that was provided by Gallop Roofing for this roof.

The Annual Meeting notice was mailed to all owners on February 14<sup>th</sup>. The meeting will be held on Saturday, March 12<sup>th</sup> at 9am at Kitty Hawk Town Hall. Debbie Kuhn of Southern Insurance will be the guest speaker.

Two estimates for replacing the exterior steps and for patching areas where the wood shakes are missing were included in the meeting packet. Permits have been obtained from the Town for the 6 remaining buildings that still need the stairs replaced. Although the service department has been replacing the stairs and repairing the shakes, their current workload has prevented these items from being completed quickly and Village Realty is starting to receive complaints from the owners. Hiring an outside vendor for these projects would be an extra expense for the association. After discussion, the Board decided that unless the stairs are posing a safety risk, they would like to continue having the service department replace the

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stairs and repair the shakes. Ms. Miller noted that she would have the service department create an inventory of the stairs and notify the Board if any are a safety issue.

A dog cleanup station was installed at the 2600 building and the 2500 building. Two of the residents in the 2600 building that had been reported to Village Realty as not cleaning up after their dogs were contacted about the dog waste and asked to start cleaning up.

The Service Department is still working on locating the leak in the pool. They think that the problem is with a main drain and the fix should be fairly easy once the pool is completely drained.

The well at the 3300 has been properly abandoned and the paperwork was sent to the Health Department. The irrigation vendor will be contacted in the spring before the irrigation is turned on to try and relocate the well.

The compromised roof trusses in unit 2301 have been repaired as instructed by the engineer's report and the work has passed inspection from the Town.

The Town of Kitty Hawk was contacted about getting approval to extend the dumpster enclosure at Captain Cuttle Court for the community recycling enclosure. The enclosure is on the right-of-way and Town approval is needed.

A list of maintenance items completed since the last Board meeting was presented.

Mr. Kinnier stated that the meeting that Emily Lewis was going to have with Beach Mowing regarding the concerns discussed at the January meeting has not yet occurred.

Ms. Lawrence gave a report for the Social Committee and requested that she be included on the Annual Meeting agenda to notify the owners about the Social events and encourage them to get involved. She also suggested that a moment of silence be held at the Annual Meeting for the community members who have passed away in the last year.

Ms. Lawrence asked if the Board had decided whether they would purchase playground equipment. Mr. Kinnier noted that the Board had discussed it previously, but decided to revisit it in the spring. He asked for this item to be placed on the April board meeting agenda.

Mr. Kinnier gave a legal report. He stated that the lawsuit has now moved from the discovery phase into the deposition phase. The depositions started last week, but are not yet complete and will be rescheduled.

The next meeting date was set for April 18<sup>th</sup> at 1:00 at the Village Realty office.

There being no further business, the meeting was adjourned.

Respectfully Submitted,

Ansley Miller  
Assistant Property Manager