

I'On Board of Trustees Meeting
July 24, 2014

Members Present: Deborah Bedell, Tom O'Brien, Anne Register, Chad Besenfelter, Tony Woody, Stephen Wood, Martha Morgan

Member Absent: Bob Davis

SCS: Mike Parades and Jessica Gosnell

Guests: Dave Rosengren, Ed Clem, John Powers, Lori Feehan, Amy Sage

Homeowner Forum: Ed Clem expressed his concerns with golf carts on paths and trails. He commented that at one time there were signs at the entries to the paths around the lakes, marsh, and Rookery. The signs seem to have disappeared from the posts; Ed suggested that we talk to Lawn-O-Green to see if they still have the signs where we could put them back up. If not, then new signs be installed and put a reminder in the upcoming newsletter. Mike said this would be addressed at the next infrastructure committee meeting.

Board Meeting Called to Order: 6:05pm

Motion to approve, the June 26, 2014, Board Meeting Minutes. Motion seconded.

Martha mentioned that Ed Clem requested a revision to the homeowner forum section. Ed felt that the minutes did not reflect what he was trying to say, so Martha confirmed we would edit the section to restate Ed's comments.

Deborah commented that the minutes need to be proofread more carefully on every level and that we would like to have minutes drafted, preliminarily approved, and published within two weeks of the meeting.

Motion to approve, the June 26th Minutes as amended. All in favor. None opposed. Minutes approved.

Trust Report: Amy shared her concerns with trash pickup at the end of large activities such as the July 4th event. She saw trash left around the lake the following morning after the Trust cleaned up the Amphitheater when the event was over. Amy suggested having additional trashcans put out during and after large events. Deborah asked if this is common occurrence for other events, and Amy replied that so far she has only observed this after the July 4th event.

Tom inquired on who pays for the fireworks. Amy replied that individual homeowners put on the fireworks show. The Trust does not pay for or sponsor any of the fireworks. Tom asked if there is any way to personally contribute to the neighbors that put on the fireworks. The

consensus was that if individual homeowners wish to contribute monetarily to the homeowners who shoot off the fireworks, it would be possible to do so.

Amy also raised a concern regarding children on the lakes in boats and kayaks during the fireworks. She feels that this is a real problem when fireworks are going off over the lake after dark. Deborah suggested making this a newsletter item for next the next July newsletter, urging parents to have their children come in off of the lake once it gets dark and the fireworks begin.

Deborah mentioned a letter that she received from the Motion Picture Licensing Association, stating that royalties need to be paid when showing a motion picture in public. She wanted to make sure that the Trust received the letter.

Treasurer's Report: Anne reported that the Assembly needs another expense line item for things like benches and special thank you items that occur during the year. This time the items were expensed to the mid-year meeting account, which it does not accurately reflect what was actually spent on the meeting itself. The Town Hall expenses were \$902, and the biggest part of this cost was for the bench, the installation, and the picture that was a gift to the Rosengrens for their service to the community.

Deborah raised a question on the monthly variances in the financial report, asking if we are now doing monthly budgeting rather than prorating an expense equally over 12 months. Mike replied that they have been doing an anticipated budget based on last year's expenses during a given time. Mike said there are variances because things may not be done at the exact same time this year as last year. For example, the flowers were budgeted to be installed in May, but that did not happen until June.

Deborah asked if we were paying estimated income taxes on a quarterly basis; Mike and Anne replied that we were.

Anne reported that the Assembly is ahead of budget on transfer fees as well as assessments.

Anne brought three motions for Board for approval.

The first was regarding a past due assessment that incurred penalties and interest. The account then went into a lien situation and has now incurred legal fees. In checking on the account, it was discovered that the owner did indeed try to change the billing address and it was not done. The finance committee recommends that the property owner only pay \$1000, the full amount of annual dues, and that SCS and the Assembly split the cost of legal fees of \$425.

Motion to split legal fees of \$425 between the Assembly and SCS requiring the homeowner to only pay the amount of \$1000 for the yearly assessment. Motion seconded. All in favor. None opposed. Motion passed.

The next motion was a remedy to improve the timeliness of financial statements to the finance committee. The paper statements sent from Harbor National Bank arrive late, so Anne suggested establishing online read-only account access to view the account and obtain the statement as soon as possible. No money could be moved or tampered with; this would simply allow access to the bank statement the day after month's end. The finance committee recommended a motion to establish online banking access at Harbor National Bank.

Motion to establish online read-only banking access at Harbor National Bank. Account signatories and the property manager would be the only parties with access. Motion seconded. All in favor. None opposed. Motion passed.

Anne reported on a further issue on which the finance committee needed Board approval. She reminded the Board that they talked last month regarding purchasing enhanced Directors and Officers insurance with the umbrella policy that goes with it. Anne mentioned that since this is better coverage, there is a higher cost associated with it. A previous motion required the finance committee to return to the Board for approval if the increased costs for the new coverage exceeded \$7000 over current costs.

Anne reported that the new coverage will cost \$7,679 more than the previous coverage.

Tom asked what the key coverage difference is in the policy is, and Mike responded that it provides coverage for non-monetary damages.

Motion to purchase additional insurance for Directors and Officers and umbrella insurance. Motion seconded. All in favor. None opposed. Motion passed.

Covenants Report: Lori Feehan reported for the Covenants Committee. She said the Covenants Committee has run into situations of interpretation and various opinions with how much to enforce, and whether a rule or policy is clear enough to enforce.

They have reviewed all of the rules, bylaws, and policies. In trying to do their job, they decided they needed to know more about the community's awareness of the rules and how the community's priorities as to rule enforcement.

Therefore, the Covenants Committee proposed a survey of Titleholders to measure homeowner sentiment on enforcement of the existing governing documents.

Lori provided an example of a survey question and types of responses the committee is thinking of using. Discussion continued and Board members provided input on what they thought would work well as far as a survey regarding how many questions, types of available responses, and whether it needed to be sent to one Titleholder per lot, or sent to all email addresses on file where there might be two responses from the same home.

The consensus was that the survey is also a good way to help the Board get a better understanding of community sentiment on the specifics of rule enforcement. Deborah suggested that the Committee heavily publicize the survey to get a good response. Deborah and Tom both suggested emphasizing that the survey is completely anonymous. Lori reported that the goal is to have this survey ready shortly after Labor Day once residents are back in town.

IDC Report: Stephen reported that Pam has asked the board to approve a \$150 reward for information for the return of the historical Jacob I'On marker that has gone missing. Stephen commented that he feels it is a slippery slope to offer rewards for things like this; his opinion is that the Assembly should not offer rewards for information that concerned citizens should offer up for free.

Motion to approve \$150 reward for return and/or information on the historical missing Jacob I'On marker. Two in favor. Four opposed. Motion failed.

Despite the vote, the board does want to spread the word outside of I'On in an attempt to have the historical marker returned. Stephen commented that he does think there should be communication of the loss of the marker, as well as encouragement for its return.

Stephen reported that he went to the Town to learn about their procedure for announcing exterior changes of properties. This is coming from the request for additional communication in advance for neighbors surrounding a property that is requesting an exterior change. Stephen reported that the Town uses plastic signs that they actually put in the yards themselves rather than have the homeowner do it. The sign is a general sign, not specific to the issue; it simply states that a request has been made for a change, and has a barcode that citizens can scan with their phones and it will take them to the agenda for the meeting where the project will be discussed. Stephen commented that this would be overkill for I'On, but this general idea could be adapted to suit I'On's needs.

Amenities Report: Deborah brought up the noise complaint regarding the Creek Club and activities at the Creek Club. Deborah instructed Mike to check the lease, the appendix to the lease, and the settlement agreement to see what it says about cut off time as this is a potential lease violation. Mike commented that he has a copy of Mike Russo's lease agreement and it does clearly have a cut off time, but he will look into the issue and see that it is taken care of.

Landscape Report: Tony reported that the arborist I'On hired through Lawn-O-Green recommended removing the damaged tree on Ponsbury. The Town arborist suggested removing some of the limbs, but not the entire tree. The goal is to get these arborists together to agree on a plan.

Tony commented that whatever the Landscape Committee does, it would be discussed with and communicated to the neighbors before anything is done. Tony also mentioned that if the arborists came to an agreement that the tree should be removed before another Board

meeting, the landscape committee would like the Board's permission to proceed. The Board agreed that whatever the arborists decide, they would support. The arborists are in agreement that the tree is in decline. It is possible that the tree may not fall this year, but it could fall in future years.

It is ultimately the decision of the Town arborist, so if he does not approve removing the tree, then the Assembly will request that directive in writing. Tony commented that if the Town arborist decides the tree is in decline then we probably don't have to go to Board of Zoning Appeals to have it removed; however, if he decides that the tree should remain, but the Assembly nevertheless wanted to initiate a removal of the tree, then we would have to go to the Board of Zoning Appeals, which would be a lengthy process.

Tony wanted to confirm that the homeowners have said they would like for the tree to remain.

Dave Rosengren reported on the landscape contract. The Landscape Committee recommended that the Board not go solicit new bids and to continue service with Lawn-O-Green into 2015. Lawn-O-Green is not asking for any price increase for 2015; the only increase is the \$400 per month for additional maintenance at the Creek Club.

Tony commented that since there is going to be significant turnover on the Landscape Committee, it would be beneficial to keep Lawn-O-Green as the landscape contractor since it is familiar with the work and what is expected. Tom stated that he feels Lawn-O-Green does a great job, which is an even more important reason to continue service with them.

Motion to approve the recommendation of the Landscape Committee and retain Lawn-O-Green for 2015 service. Motion seconded. All in favor. None opposed. Motion passed.

Dave commented that \$32,000 was approved for the budget this year for enhancement projects. The Board did approve \$9,000.00 for the Perseverance Park project, but then asked the Committee to hold on any further projects. Dave requested an update on how to proceed. Deborah responded that since we are contractually obligated to build a loading zone outside of the Creek Club, and we have no idea how much our 50% is going to cost, she is not comfortable going forward with other enhancements. Dave confirmed the committee would not proceed with any other projects at this time. Dave reported that \$23,000 remains in the landscape enhancements budget that is not being used and offered these funds for other projects like the loading docks.

Infrastructure Report: Tony reported that Mike is making some progress on getting street parking spots re-painted. The Creek Club boat ramp needs to be repaired and Mike has gotten two quotes: one for \$11,000, and the other for \$20,000. Deborah asked what account this would be paid from, and Mike commented that it would come out of the Creek Club/Dock reserves. Deborah asked why there was an almost 50% difference in the quotes. Tony said he is will verify and ensure that the price difference is not due to the quality of the aluminum.

Motion to approve replacing the dock at a price not to exceed \$19,850. All in favor. None opposed. Motion passed.

Tony reported that he has been working on obtaining quotes for surveys for the Creek Club loading zone project. The survey will include the location of Creek Club building, parking lot, ramp to side, and street to the front of the building. Tony reported that so far he has only received one bid for \$1,500, and he is hopeful that he will receive another bid in the next week. He would like to get approval from the board to spend no more than \$1500 for a survey for the Creek Club loading zone project.

Motion to approve a budget of no more than \$1500 to survey the Creek Club property in order to begin the loading zone project. Motion seconded. All in favor. None opposed. Motion passed.

Tony mentioned the need for organizing a meeting for input to get direction in sketching up an overall enhancement of the Creek Club area. He would like to meet with the boating committee, the Board, and other interested parties to discuss what everyone likes about what currently exists at the Creek Club, what they would like to see added, what needs to be removed, and what would make it nicer.

Tony began discussion of possible changes to Rule D-102 to allow backyard chickens.

Tony spoke with the enforcement officer from the Town and asked him what issues he finds with backyard chickens. The officer said that there are really only two items that seem to be issues: roosters, and chickens running loose without fencing.

Tony made a motion that we publish a notice that the Board will consider modifying Rule D-102 to specifically allow backyard chickens with some conditions at the next board meeting. Motion seconded.

Tony stated that he did not come prepared with a redlined copy showing his proposed rule amendment; he simply wanted to bring it to the Board for discussion. After discussion of timeline, it was decided that this would not be a good topic to discuss at the August Board meeting with so many people out of town.

Tony withdrew his previous motion and restated it as:

Motion to have the Board consider, at its September meeting, a possible revision to modify Rule D-102 to allow backyard chickens. Motion seconded.

Anne asked if the group talked about considering anything other than chickens. Tony replied they did discuss but did not get very far with the conversation.

Tony highlighted that this motion is not saying that Board members will agree with the amendment that is made to the Rule; it is simply saying that the Board agrees to revisit the Rule and discuss a possible change.

All those in favor of asking the Rule D-102 Committee to come back in September with a proposed draft to change rule D-102 with the objective of permitting chickens under certain circumstances. Six in favor. One opposed. Motion approved.

Secretary's Report: Martha proposed that the Board discuss a list of priorities for the Manager's to-do list. Tom suggested that after every Board meeting, the Board let the manager know what they feel is most important on his to-do list. This would help prioritize tasks and align the Manager and the entire Board, so that everyone is on the same page and all Board members can come to a consensus of where each of their items stand and should stand on the Manager's priority list. Tom also proposed the idea that Mike should report at the beginning of the Board meeting rather than the end, so that homeowners will hear what he is working on, since this information is important to them.

Discussion continued and Tony suggested moving the President's report to the beginning of the meeting right after the Manager's report. The consensus is that homeowners are interested in this information, so rather than have it at the end of the meeting, it makes sense to move it to the beginning of the meeting when the homeowners are still present.

Martha began discussion of the draft Board election policy. To ease the process, Martha suggested changing the meeting to November. It was decided it was too late to consider for 2014. Deborah suggested trying to schedule Annual meeting for January in order to avoid all the holidays. The Board decided to put this idea on hold, as the meeting date cannot be changed this year.

Martha began discussion to simplify the election procedure with proxies and ballots. Stephen questioned using proxies for Board elections at all. He felt that absentee ballots should be sufficient for voting purposes and only use proxies for a quorum. Deborah will check with the Board's attorney to see if this change would comply with the Bylaws.

In terms of in-person voting, Martha asked if homeowners could come early to the meeting, cast their vote, and leave. This was added to the list of questions for the Board attorney.

Martha asked the Board if they all agreed to create a Nominating Committee. The committee would consist of one Board member as the Chair, along with five other members. Stephen commented that it would be logical to have an outgoing Board member as the Chair of the committee.

Deborah asked about the role of the Nominating Committee. She believed a nominating committee is responsible for soliciting new members, screening and evaluating the candidates,

and recommending a fixed slate of candidates. By contrast, a Leadership Recruitment Committee solicits candidates to run for Board but anyone can apply and be on the ballot.

The consensus was that a Leadership Recruitment Committee would be the best fit for l'On. The goal is to recruit qualified individuals who would make suitable Board members.

Deborah suggested that there be a qualification that candidates must come to at least one Board meeting in order to be considered a candidate. This was added to the questions for the lawyer.

Anne suggested publicizing the call for board applicants in the newsletter while the Recruitment Committee is personally contacting potential candidates. Anyone interested in running can contact the Recruitment Committee, speak with them regarding the requirements and time commitments, and get an application form to apply.

Deborah suggested that the Recruitment Committee develop a job description for candidates, describing the time commitment and requirements of being a Board member. The committee will be the point of contact to answer any questions from potential candidates

Anne suggested calling the committee a Leadership Development Committee rather than a Leadership Recruitment Committee.

Motion to require that anyone interested in running for the Board must attend a Board meeting in the calendar year before the deadline is closed. Motion seconded. All in favor. Motion passed.

Motion to establish a Leadership Development Committee to coordinate the candidate identification process. Motion seconded. All in favor. Motion passed.

President's Report: Deborah proposed putting out a highlight announcement the day after Board meetings. This idea stemmed from the fact that it takes so much time to get minutes written, revised, approved, and out to the community. The idea is to have the Board agree on the top items discussed at the meeting to announce to the community the day after the Board meeting. The consensus is the Board felt that this was a good thought, but it seemed to be an extra step that would create more work and create even longer meetings.

Manager's Report: Mike reported that receivables are down. As of the previous Monday, the total was \$111,403. The l'On Club was billed for current maintenance and past reserve contributions. Mike reported that he hand-delivered the bill and explained it to Mark, the club manager. Mike was told that there is not likely to be any resolution to this until after the trial is completed.

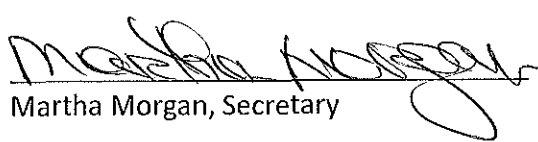
Mike has found that parking is turning into an even bigger issue. He is doing a lot of research and getting closer to solutions.

Mike reported that the risk management evaluation prelim meeting was done and he walked through the property with HUB personal for a site survey. He expects to see a preliminary report in the next few weeks.

The RFP for the reserve study is being mailed tomorrow and we should be in position at the August board meeting to make a selection on a company.

Work on the 2015 budget is well underway, and should have a proposed draft by September.

Meeting Adjourned at 9:20 PM

 8/28/14
Martha Morgan, Secretary