



THE ISLAND HOUSE APARTMENTS, INC.

**NOTICE OF MEETING OF THE
BOARD OF DIRECTORS**

TO: All Shareholders

Notice is hereby given in accordance with the bylaws of the Island House Apartments, Inc. that a Meeting of the Board of Directors will take place on Wednesday, December 21st at 6 pm for the purposes of discussing and voting on the following agenda.

DATE: Wednesday, December 21st, 2016

HOUR: 6:00 pm

PLACE: Ocean Room

AGENDA:

- 1) Call to Order
- 2) Establishment of Quorum of Directors and Proof of Notice
- 3) Discussion and vote on writing off of Other Current Liability in the amount of \$7,059 from the balance sheet.
- 4) Discussion and vote to approve the new receiving door.
- 5) Discussion and vote on approval of the roof coating contract already scheduled in the reserves for 2017.
- 6) Discussion and vote on the landscaping company to service Island House in 2017.
- 7) Discussion and vote on charging an administrative fee for stock certificate and proprietary lease transfers.
- 8) Old Business:
 - a. Update on Structural Project
 - b. Update on Life Safety Project
 - c. Update on the status of the new Special Assessment to fund both projects
- 9) Reading and Approval of previous Board minutes

- 10) Ratification of Contracts and Proposals
- 11) Adjournment

DATED: Monday, December 19th, 2016

On behalf of the Board of Directors,

The Island House Apartments, Inc.