The Island House Apartments, Inc.

200 Ocean Lane Dr. Key Biscayne, FL. 33149
Tel (305) 361-5451

Board of Directors Meeting Minutes
January 21, 2015
5:30 p.m.
Ocean Room

Called to Order:	Dr. Ostroski called the meeting to order at 5:32 p.m.
Members Present:	Board President, Dr. Joseph Ostroski, Vice President, Anne Bower, Director Larry LaRusse, Secretary, Patricia Shaw (Established a Quorum)
Members Absent:	Treasurer, Dr. Craythorne

Motion made to approve waiving the reading of the minutes of December 17, 2014. Mr. LaRusse motioned, Pat Shaw seconds the motion. All in favor, motion passed.

Dr. Osrtoski starts the discussion regarding the interview of the potential buyers of #308. The interview was conducted by Mr. LaRusse and Mrs. Shaw. The only concern was the number of children, which is 3. The oldest child is in college so only 4 people will occupy the apartment at a time. They are a delightful couple. Dr. Ostroski made a motion to approve, Mr. LaRussse approves, Mrs. Shaw seconds. All in favor, motion passed.

Dr. Ostroski asked the Property Manager to explain the new access control system. The Property Manager explained all the points of access and when the system would go live, which is the following Monday. A question was asked about what would happen if power is lost. The answer is that the door striker will unlock allowing access.

Dr. Ostroksi begins the discussion of the keys in the front desk and extra keys in the emergency key box. The Property Manager and Mrs. Bower explain the liability issues with the keys left in envelopes at the front desk. It was concluded to leave two apartment keys in the lock box and remove all the rest. Should one of them be lost by the Guest, then there will be one left to keep in the emergency key box. It was also advised to the Shareholders to leave the apartment keys inside the unit and have the Guest log out and in the emergency key to enter the

unit to retrieve the keys and immediately return the emergency key back to the front desk.

Mrs. Lendegger voiced her concern about how long it has taken some units to complete the construction. She suggested adding to the rules that construction should be completed within 3 months.

Dr. Ostroski asks Larry Rifkin to provide an update of the 1st floor restrooms.

Dr. Ostroski asks Mrs. Turici to provide an update of any upcoming events. Italian night is this weekend and the Luau has been canceled.

Dr Ostroski asks Mr. Balotti to provide a construction update. Mr. LaRusse gives thanks to Frank Balotti and the Committee's work. Because of their negotiations with the Village we no longer have to install self closing doors on every hallway on every floor.

Dr. Ostroski made a motion to adjourn the meeting. Anne Bower seconds the motion. All in favor, motion carried.

There being no further business to discuss at this time, meeting adjourned at 6:06 p.m.

Respectfully submitted,

Patricia L. Shaw

Pat Shaw, Secretary of the Board

The Island House Apartments, Inc.

200 Ocean Lane Dr. Key Biscayne, FL. 33149
Tel (305) 361-5451

Board of Directors Meeting Minutes
February 18, 2015
5:30 p.m.
Ocean Room

Called to Order:	Dr. Ostroski called the meeting to order at 5:30 p.m.
Members Present:	Board President, Dr. Joseph Ostroski, Vice President, Anne Bower, Treasurer, Dr. Craythorne, Secretary, Patricia Shaw (Established a Quorum)
Members Absent:	Director Larry LaRusse

Motion made to approve waiving the reading of the minutes of January 21, 2015. Dr. Ostroski motioned and DR. Craythorne seconds the motion. All in favor, motion passed.

Dr. Ostroski introduces Lise to provide a construction update. The following Monday the new curbs in the parking lot will begin with a final completion of the front parking lot and driveway within 8to 10 weeks. ELSS update, the Engineer met with the fire department and the plans are due by 2/27. A Shareholder asked a question about the lighting in the bbq area and to remove the corner islands in the front parking lot. Mrs. Bower stated these corner were not removed in order to help protect the vehicles in the end spaces.

Dr. Ostroski mentioned Mt. LaRusse is attending the KBPC's meeting and was not able to attend the Board Meeting.

Dr. Ostroski asks Lise to discuss the 5 yr capital plan. Lise gives thanks to all on the Finance Committee for their hard work and dedication. Lise explains the Reserve Study, 40 year certification and upcoming 50 year certification. She mentioned the lobby renovation, kitchen upgrade and Ocean Room restroom renovation for handicap access. Lise also mentioned there was a surplus in the operating budget of $88,000.

Anne Bower asked for the following motion to pass: To adopt the preliminary plan for funding capital requirements through 2020, subject to further review in 2015

by the Board, committees and FSR of the actual requirements and projected costs for major projects, including:

- The roof
- Exterior painting
- Modernizations of the lobby, Ocean Room and kitchen
- The feasibility of wheelchair accessible public bathrooms
- 50 year certification
- Other repairs and upgrades not funded in the Operating Budget

With a further recommendation that the BOD, or a committee designated by the BOD, retain an architect and such other design or engineering expert consultants as may be necessary, to establish the options for modernization of the interior and the bathrooms, within functional and budgetary guidelines established by the BOD.

Dr. Craythorne seconds the motion, all in favor. Motion passed. Anne Bower also mentions thank you to the Finance Committee.

Dr. Ostroski begins the discussion regarding the employee performance appraisals. Dr. Craythorne mentioned how there has not been increases to the staff with the exception to Ron and Rafael in 4 years. A 2% COL plus a merit was mentioned. Dr. Ostroski mentions to the Board to review the email the PM sent regarding the increases. It was also discussed the policy of employees working for Shareholders inside their apartment afterhours. It is again FSR policy, however Mrs. Bower does not agree with this policy. We should state the policy in writing. A question about greasing the shutters and closing them should a Shareholder be out of town was discussed. Mrs. Bower suggested that the Shareholder should close their shutter prior to leaving if during the summer months

Dr. Ostroski asked Mr. Rifkin for a House Committee update which he provided.

Dr. Ostroski opens the floor for questions.

Mrs. Bowers speaks regarding the upcoming election, the questions about the meet the candidate's event and explains in details as to how it will be held. She explains this is the first time in many years where 6 candidates are running and how Shareholders requested a questions and answer forum.

Mrs. Lubbers reads a petition regarding changing the format of Meet the Candidates night on Thursday.

Monica Deane expressed her dissatisfaction of the Meet the Candidates event and awaited and answer regarding the petition Mrs. Lubbers read.

Dr. Craythorne speaks about the candidate biography which mentions voting as a team with two other candidates. This is the first time he ever hears of such a way to run to be on the Board and believes the candidates should run individually. He also mentions what better way to hold the meet the candidate event when it comes to transparency and clarity than with a moderator.

Mr. Harrison asked if there is a social event after the meet the candidate event. Mrs Bower responded yes.

Dr. Ostroski made a motion to adjourn the meeting. Anne Bower seconds the motion. All in favor, motion carried.

There being no further business to discuss at this time, meeting adjourned at 6:32 p.m.

Respectfully submitted,

Pat Shaw, Secretary of the Board

ISLAND HOUSE

ANNUAL MEETING MINUTES

February 27, 2015, 5:30 P.M.
Ocean Room

Association attorney, Jonathan Mofsky and Nicole Kurtz attended the meeting at the request of the Board of Directors. Mr. Mofsky explained that once everyone was signed in and all the proxies were counted, the meeting would commence.

Mr. Mofsky called the meeting to order at 5:46pm. Mr. Mofsky explained that in order to conduct the annual meeting it required a quorum of the membership, which we did not have so no membership meeting will be held.

The requirement for holding an election is 20% of the 5973.5 total shares or 1194.7 shares. Mr. Mofsky confirmed that we had enough to continue with the election. There are three seats up for re-election, and there were six submissions, Margherita Blanc, Monica Deane, Joseph Harrison, Lawrence LaRusse, Ileana Porras and Larry Rifkin. After selecting six shareholders to tally up the ballots the final results were announced.

Margherita Blanc obtained 3086 shares, Joseph Harrison obtained 2964, Monica Deane obtained 2351.5, Larry Rifkin obtained 1818, Ileana Porras obtained 1739.5 and Lawrence LaRusse obtained 1500.

Margherita Blanc, Joseph Harrison and Monica Deane were elected.

Please see attached tally sheet.

At 7:55 p.m. the winners of the election were announced, and the meeting adjourned.

Respectfully Submitted,

Margherita Blanc, Secretary for the Board

ISLAND HOUSE

ORGANIZATIONAL MEETING MINUTES

February 27, 2015
Ocean Room

At 7:56 p.m. the organizational meeting called to order.

At this meeting the newly elected, and current board members will determine the positions of each Director for the upcoming term.

A motion was made to for the positions below. All were in favor and motion passed. The Board of Directors will be as follows:

- President – Anne T. Bower
- Vice President – Joseph Harrison
- Secretary – Margherita Blanc
- Treasurer – Joseph Ostroski, M.D.
- Director – Monica Deane

There being no further business to discuss, the organizational meeting adjourned at 8:10 p.m.

Respectfully Submitted,

Margherita Blanc, Secretary for the Board

The Island House Apartments, Inc.

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Board of Directors Meeting Minutes
March 18, 2015
5:30 p.m.
Ocean Room

Called to Order: Dr. Ostroski called the meeting to order at 5:30 p.m.

Members Present: Board President, Anne Bower, Vice President, Joe Harrison, Treasurer, Dr. Ostroski, Secretary, Margherita Blanc, Director, Monica Deane
(Established a Quorum)

Members Absent:

Ms. Bower stated that all questions will be answered. Should the Shareholders have items to put on the Agenda to please put it in writing and send to the management office.

Dr. Ostroski makes motion to waive reading the minutes from February 18, 2015. Anne Bower seconds the motion.

Ms. Bower continues with requesting an update from the Construction Committee. Frank Balotti provides an update of the recreational deck which will have a final punch list pending, parking lot concrete work, planters and asphalt is to commence next, ELSS has been permitted and will begin once the parking lot work is completed and an update on the CCS easement issue. Mrs. Deane asked if we had a signed contract with Creara, answer was yes. Dr. Ostrsoki suggested milling in large sections. Mr. Balotti explained about the sidewalk work and moving a palm tree to the North side. Ms. Blanc provided a landscape update. Shareholder inquired about the depth of the 2 steps to be constructed on the sidewalk being deep enough for handicap people to easily use.

Ms. Blanc makes a motion to proceed with the Geomantics recommendations. Dr. Ostroski seconds the motion. All in favor, motion is passed.

Ms. Bower discusses next item which is should FSR employee's be allowed to work for Shareholders after hours. Catherine Dowd explains that all Shareholders who hire an employee must sign a hold harmless waiver. Ms. Bower explains that FSR nor Island House may be held responsible, this includes washing cars. The motion is tabled until the next Board meeting. All employees work is to be on hold until next month. The indemnification form is to be uploaded to the website.

The Island House Apartments, Inc.

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Board of Directors Meeting Minutes
March 26, 2015
5:30 p.m.
Ocean Room

Called to Order: Ms. Bower called the meeting to order at 5:32 p.m.

Members Present: Board President, Anne Bower, Treasurer, Dr. Ostroski, Secretary, Margherita Blanc, Director, Monica Deane (Established a Quorum)

Members Absent: Vice President, Joe Harrison via conference phone

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Ms. Bower explains the item on the Agenda which is to discuss the Creara contract executed on 2/27/25. There was some discomfort with the new Board as to the date it was signed and if it was brought up properly to the prior Board for review.

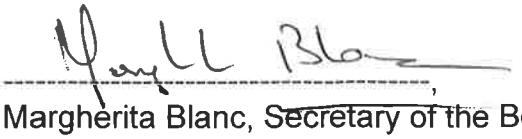
Ms. Federman and Mr. Balotti provided a detailed chronological order of events leading to the signing of the Creara contract dated 2/27/15.

Ms. Blanc made a motion to not retain another law firm to review the current Creara contract and if everyone feels comfortable enough to proceed with the current contract as long as it is renegotiated once floors 2 and 5 have been completed. Dr. Ostroski seconds the motion, Mr. Harrison and Ms. Bower also approved the motion, Mrs. Deane opposed. Motion is passed.

Ms. Bower made a motion to adjourn the meeting. Dr. Ostroski seconds the motion. All in favor, motion carried.

There being no further business to discuss at this time, meeting adjourned at 6:05 p.m.

Respectfully submitted,



Margherita Blanc, Secretary of the Board

Island House
Life Safety Chronology

- 2010 – IH receives code citation on inspection by Village of Key Biscayne Fire Department (VKBFD) and $250 per day fine clock starts ticking.
- 2011 – IH hires a life safety engineer and civil engineer to prepare Engineered Life Safety System (ELSS) and related drawings (required as alternative to fully sprinkling the building).
- 2011- IH competitively bids "code corrections" work and awards contract to Creara.
- 2012-2013 – Life safety engineer submits ELSS drafts and VKBFD returns comments.
- Early 2013 - Creara agrees to complete two floors and then reprice the remaining work.
- August, 2013 – IH meets with VKBFD, which insists on smoke dampers.
- 2013-2104 – Life safety engineer reviews alternatives to dampers and recommends smoke curtains and alternative litigation strategy.
- May, 2014 – VKB notifies IH of hearing with pending fine to be levied. IH retains attorney, Joe Miles, for representation. Attorney recommends retaining second life safety consultant, who works with original life safety engineer to prepare "conceptual package" for VKBFD, which includes code corrections, smoke dampers and new fire alarm system.
- June-July, 2104 – Creara completes first phase of work on trash chute and laundry rooms. Creara and life safety consultant provide preliminary cost estimates for components of conceptual package for discussion with VKBFD and for IH special assessment budgeting. IH begins discussions of contract revisions with Creara and attorney.
- August, 2014 - VKBFD accepts package at hearing, subject to formal written agreement with VKBFD and submission of engineered drawings, etc.
- November, 2014 – IH meets with civil engineer, life safety consultant and Creara to discuss project implementation. Next step is agreed to be completion of engineered drawings for the conceptual package to be submitted to the VKBFD.
- IH begins discussions to revise scope of existing contract with civil engineer (DeRose). Process is delayed because DeRose has been acquired and its parent company requires a new contract.
- IH works with Creara on contract scope and budget based upon conceptual framework, and further discussions with DeRose on technical issues.
- February, 2015 – IH signs contracts with DeRose and Creara.
- DeRose completes plans for submission to VKBFD on February 25, 2015.
- IH attends Magistrates hearing on March 6, 2015

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Board of Directors Meeting Minutes
April 15, 2015
6:30 p.m.
Ocean Room

Called to Order: Ms. Bower called the meeting to order at 6:32 p.m.

Members Present: Board President, Anne Bower, Vice President, Joe Harrison, Treasurer, Dr. Ostroski, Secretary, Margherita Blanc, Director, Monica Deane
(Established a Quorum)

Members Absent:

Dr. Ostroski makes motion to waive reading the minutes from March 26, 2015. Mr. Harrison seconds the motion. All in favor, motion is passed.

Ms. Bower opens the discussion to the beach umbrellas. It was suggested to change the time of shift for the employee who opens and closes the umbrella from 11 am to 7pm. Umbrellas would be opened at 9:30am and closed at 6:30pm every day and only the summer months.

Ms. Bower opens the discussion regarding the closing time for the receiving door. Effective immediately the receiving door will be locked and gate lowered at 10pm every day. Once the door is closed all must enter through the front door and should use the luggage cart rather than a shopping cart in order to prevent damage to the floor.

Ms. Bower opens the discussion regarding employees working for Shareholders after hours. It was decided that it would be allowed as long as the Shareholder signs the Hold Harmless Agreement.

Ms. Bower provide an update regarding the LY Settlement.

Lise Federman provides an update about the 2014 audit. She advised that the Management Office will advise all Shareholders as soon as it is ready.

Ms. Bower opens the floor for Committee updates. Ms. Blanc provide the Landscape Committee update and Mr. Rifkin provides House Committee update and recommends purchasing an AED. Mr. Balotti provide the Construction Committee update, Ms. Federman provides a Finance Committee update and Mr. Harrison the Social Committee update.

Dr. Ostroski makes motion to purchase the AED and for the staff to sign up for the instructional program. Ms. Blanc seconds the motion. All in favor, motion passed.

Ms. Bower made a motion to adjourn the meeting. Dr. Ostroski seconds the motion. All in favor, motion carried.

There being no further business to discuss at this time, meeting adjourned at 7:30 p.m.

Respectfully submitted,

Margherita Blanc, Secretary of the Board

ISLAND HOUSE

Board of Directors Meeting Sign-in Sheet
April 15, 2015; 6:30pm

Name:	Apartment Number:
Richard A. Turner	#1104
A Piccinini	#708
Bob Corcoran	#202
Rose Gamsters	#PB7
Isabel Crosser	402
Ted Shaw	509
W Fetman	306
Evelyn La Russe	508
EVERETT McDONALD	1209
Melanie Couchman	1005
"	207
Carol Markell	707
[illegible]	PB5
Suya	
[illegible]	508
Dick Johnson	303
JARQUE	803

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ISLAND HOUSE

Name:	Apartment Number:
Alejandro Sanchez	407

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Board of Directors Meeting Minutes
May 20, 2015
6:30 p.m.
Ocean Room

Called to Order: Ms. Bower called the meeting to order at 6:33 p.m.

Members Present: Board President, Anne Bower, Vice President, Joe Harrison, Treasurer, Dr. Ostroski, Secretary, Margherita Blanc, Director, Monica Deane
(Established a Quorum)

Members Absent:

Dr. Ostroski makes motion to waive reading the minutes from April 15, 2015. Ms. Blanc seconds the motion. All in favor, motion passed.

Ms. Bower introduced the new Regional Director, Ivonne Herrera.

Ms. Bower provided a history of the parking rules that were distributed in 2012. Mrs. Lopez from the Parking Committee explained the methodology of the parking diagram was configured. A motion by Dr. Ostroski was made to approve the original grid Mrs. Lopez submitted, no second was received. Several Shareholders spoke in regards to the parking configuration. Mr. Harrison proposed to table the parking grid, Ms. Bower second the motion. All in favor, motion was passed. A new Parking Committee was formed with Mr. Harrison as the liaison.

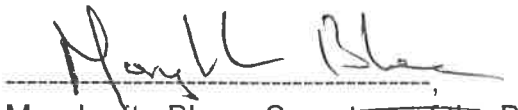
Ms. Bower asked Ms. Ryan to provide an updated for the Steering Committee, Ms. Blanc for the Landscape Committee and Ms. Bower for the Construction Committee.

Ms. Bower asked all who have a rodent problem to report it to the office so it may be addressed.

Ms. Bower made a motion to adjourn the meeting. Mr. Harrison seconds the motion. All in favor, motion carried.

There being no further business to discuss at this time, meeting adjourned at 8:10 p.m.

Respectfully submitted,



Margherita Blanc, Secretary of the Board

ISLAND HOUSE

Board of Directors Meeting Sign-in Sheet
May 20, 2015; 6:30pm

Name:	Apartment Number:
Angie Gonzalez	901
Pasi Gardens	PB7
Patricia L Shaw	509
Jane Rubozo	601
VIGORIA RIAN	1006
EVERETT McDONALD	1209
[illegible]	1008
[illegible]	
[illegible]	402
[illegible]	407
Barbara Lundyn	301
[illegible]	PA3
Kathleen Zichelle	302
Dick + Jeanette Torici	1104
J. Ulloa	1109
Charles & Joanna Lopez	608
Evelyn + Larry La Russe	508

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ISLAND HOUSE

Name:	Apartment Number:
Edmond Saade	808

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Board of Directors Meeting Minutes
June 17, 2015
6:00 p.m.
Ocean Room

Called to Order: Ms. Bower called the meeting to order at 6:05 p.m.

Members Present: Board President, Anne Bower, Vice President, Joe Harrison, Treasurer, Dr. Ostroski, Secretary, Margherita Blanc, Director, Monica Deane
(Established a Quorum)

Members Absent:

Dr. Ostroski makes motion to waive reading the minutes from May 20, 2015. Mr. Harrison seconds the motion. All in favor, motion passed.

Ms. Bower states Island House will open sweep accounts for the funds held at Banco Popular in order for the funds to be covered by the FDIC.

Ms. Bower began to discuss the cleaning of the North balconies due to the construction dust. It was suggested to outsource the cleaning in combination with the window cleaning and split amongst Owners or to clean with the Island House staff.

Ms. Bower begins the discussion regarding the Board meeting time. A vote of the Shareholders present is taken and the next time going forward is 6:00pm.

Ms. Bower asks the Committees for an update. Ms. Blanc provided the Landscape Committee update, Mr. Rifkin the House Committee, Mr. Harrison the Social Committee, Ms. Federman the Finance and Construction Committees, Ms. Ryan regarding the Steering Committee and Ms. Bower provided an update regarding the entry glass doors.

Ms. Bower asked Mr. LaRusse to provide an update regarding the Commodore Club South gate relocation.

Ms. Bower asks Mrs. Craythorne to provide the Parking Committee recommendation. Mr. Harrison makes the following motion:

Everyone has one primary space, 1st covered is primary and a 2nd should not be allocated until all demands for the 1st have been met. Leave all whom had a 2nd covered prior to May 1st and do not accept 2nd covered requests until everyone who wants the 1st covered has received one. Mr. Harrison made the motion, Ms. Blanc seconds, all are in favor, motion carried.

There being no further business to discuss at this time, meeting adjourned at 8:00 p.m.

Respectfully submitted,

Margherita Blanc, Secretary of the Board

ISLAND HOUSE

Board of Directors Meeting Sign-in Sheet
June 17, 2015; 6:00pm

Name:	Apartment Number:
Ostroski	407
L & E Rivkin	307
E. McDonald	1209
A Piccinini	708
E La Russe	508
Pat Shea	509
Marian Robinson	104
Robbie Rand	209
Chase Gardens	1087
Jane Rubino	601
Kathy + Dick Johnson	303
VICTORIA RYAN	1006
Kathleen Zichelle	302
Julio E. Ulloa	1109

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Board of Directors Meeting Minutes
July 15, 2015
6:00 p.m.
Ocean Room

Called to Order: Ms. Bower called the meeting to order at 6:04 p.m.

Members Present: Board President, Anne Bower, Vice President, Joe Harrison, Treasurer, Dr. Ostroski, Secretary, Margherita Blanc, Director, Monica Deane
(Established a Quorum)

Members Absent:

Dr. Ostroski makes motion to waive reading the minutes from June 17, 2015. Ms. Bower seconds the motion. All in favor, motion passed.

Ms. Bower discusses old business; provides an easement update and update on repairing the fence.

Ms. Bower moves onto the new business. The kayak racks have been installed and numbered. The apartment numbers of all who have kayaks registered with the management office were randomly picked and assigned a kayak space. Everyone was accommodated.

Ms. Bower asks Ms. Blanc to address the next new business, rentals. A questionnaire will be prepared asking Shareholders who their direct relatives are who will be staying in the apartment and a update the Guest Access Form.

Ms. Bower asks the committees for updates. Mr. Rifkin asked the Board if an email may be sent asking who will be interested in purchasing their first bin should we be able to install more in the laundry rooms and to send an email (and under the doors) to all Shareholders reminding them of a few pool rules in bold print. He also provided an estimated cost of how much it would be to re-upholster the pool lounges and chairs. Ms. Bower makes motion; pending there are enough funds we proceed to re-upholster the pool lounges and chairs. Dr. Ostroski seconds the motion. All in favor, motion passed.

Ms. Blanc provides and update regarding the landscape and Ms. Bower provides an update regarding the driveway, lobby entrance doors and ELSS.

Ms. Ryan asks a question regarding hiring an additional maintenance personnel during the ELSS work. The Board will take her suggestion into consideration but will not hire an additional maintenance personnel for the moment.

Ms. Bower made a motion to adjourn the meeting. Dr. Ostroski seconds the motion. All in favor, motion carried.

There being no further business to discuss at this time, meeting adjourned at 7:20 p.m.

Respectfully submitted,

Margherita Blanc, Secretary of the Board

ISLAND HOUSE

Board of Directors Meeting Sign-in Sheet
July 15, 2015; 6:00pm

Name:	Apartment Number:
LYNNE LIBBY	405
Anne Owens	304
Ellen Rifkin	307
A Piccinini	708
Grace Bowden	PB7
VICTORIA RYAN	1006
Norman Thomas	908
Anamaria	908
[illegible]	1203
Alejandro Sanchez	409
Maurice Bobson	104
Shirley Bloomfield	404
Les Bloomfield	404
Pat Shaw	509
Cely & Larry La Russo	508
J Ostroski	407
P. Lubbers	1108

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ISLAND HOUSE

Name:	Apartment Number:
Rebozo	601
Rich Doyle	905

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ISLAND HOUSE

NO BOARD MEETING WAS CONDUCTED FOR THE MONTH OF

AUGUST 2015

Anne Bower, President

The Island House Apartments, Inc.
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The Island House Apartments, Inc.

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Board of Directors Meeting Minutes
September 16, 2015
6:00 p.m.
Ocean Room

Called to Order: Ms. Bower called the meeting to order at 6:05 p.m.

Members Present: Board President, Anne Bower, Vice President, Joe Harrison, Margherita Blanc.
(Established a Quorum)

Members Absent: Treasurer, Dr. Ostroski, Secretary, Director, Monica Deane

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Ms. Bower makes motion to waive reading the minutes from July 15, 2015. Mr. Harrison seconds the motion. All in favor, motion passed.

Ms. Bower discusses old business; Frank Balotti provided an update on the exterior lobby painting, paving outside the gate, Life Safety update and 50 year re-certification. Ms. Blanc provided an update regarding the landscape. Manager provides an explanation of the rodent exclusion service and cost by Rodent & Wildlife Control company which is to seal each apartment. Ms. Bower explains the history of what the building has done as recommended by the professionals.

Ms. Bower asks the committees for updates. Mr. Rifkin provides the House Committee update, pool furniture in the process of being re-upholstered, getting pricing for cages for the laundry room and restroom renovation. Ms. Federman provides an update for the Finance Committee, the 2016 budget will be finalized in the next few weeks and an increase is expected.

A Shareholder requested the bench by the beach gate be moved to another location. A question regarding viewing the pool and the beach gate from the cameras was raised and will be researched.

Ms. Bower made a motion to adjourn the meeting. Mr. Harrison seconds the motion. All in favor, motion carried.

There being no further business to discuss at this time, meeting adjourned at 6:50 p.m.

Respectfully submitted,

Margherita Blanc, Secretary of the Board

ISLAND HOUSE

Board of Directors Meeting Sign-in Sheet
September 16, 2015; 6:00pm

Name:	Apartment Number:
[illegible]	509
[illegible]	307
E. Rifkin	↓
[illegible]	508
Federico Jarque	803
Isabel A Crossen	402
Everett McDonald	1209
Kathy G Lubbers	1108
A Pracimini	708
[illegible]	P.B-1
[illegible]	1203
Rebozo	601
A. Sanchez	409
R Rand	203
J Ostroski	407
Turici	1104
[illegible]	1008

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ISLAND HOUSE

Name:	Apartment Number:
MONTANER	1207
	1307

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200 Ocean Lane Dr. Key Biscayne, FL. 33149
Tel (305) 361-5451

The Island House Apartments, Inc.

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Board of Directors Meeting Minutes
October 21, 2015
5:45 p.m.
Ocean Room

Called to Order: Ms. Bower called the meeting to order at 5:49 p.m.

Members Present: Board President, Anne Bower, Vice President, Joe Harrison, Margherita Blanc, Treasurer, Dr. Ostroski, Secretary, Director, Monica Deane
(Established a Quorum)

Members Absent:

Dr. Ostroski makes motion to waive reading the minutes from September 16, 2015. Mrs. Deane seconds the motion. All in favor, motion passed.

Ms. Bower opens the discussion for old business; Manager provided an update regarding the rodent control. Over the last two weeks the expert has caught around 8 rodents from the traps he has set up throughout the building. Several Shareholders have agreed to include their apartment in the exclusion program the expert has proposed. Ms. Bower provided an update regarding the Commodore Club South easement and gate relocation. The opening in our wall is anticipated to be closed within a week and the Village is reviewing the plans submitted for replacing the prefab concrete wall with an actual retaining wall.

Ms. Bower asks the committees for updates. Mr. Rifkin has no update for the House Committee. Ms. Federman provides an update for the Finance Committee. Ms. Ryan provides an update for the Steering Committee, they area in the process of receiving bids for the design. Mr. Harrison for the Social Committee confirms there will be a Christmas Party the 1st week of December. Ms. Blanc for the Landscape Committee says there are a few minor items remaining but for the most part the landscape is completed. Ms. Federman for the Construction Committee said the ELSS work is expected to begin within a month.

Mr. Harrison made a motion to adjourn the meeting. Mrs. Deane seconds the motion. All in favor, motion carried.

There being no further business to discuss at this time, meeting adjourned at 6:03 p.m.

Respectfully submitted,

Margherita Blanc, Secretary of the Board

The Island House Apartments, Inc.

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Board of Directors
Budget Adoption Meeting Minutes
October 21, 2015
6:00 p.m.
Ocean Room

Called to Order: Ms. Bower called the meeting to order at 6:03 p.m.

Members Present: Board President, Anne Bower, Vice President, Joe Harrison, Margherita Blanc, Treasurer, Dr. Ostroski, Secretary, Director, Monica Deane
(Established a Quorum)

Members Absent:

Ms. Bower begins with thanking the Finance Committee members for all their hard work and participation in preparing the 2016 Budget.

Ms. Federman explains the process of the 2015 budget preparation.

Dr. Ostroski make a motion to approve, Mrs. Deane seconds the motion. Ms. Ryan had a question regarding the funding for the lobby renovation. Mr. Gonzalez asked a question regarding the increase in HVAC and decrease in legal fee line items.

In an effort increase the funds for unanticipated repairs and maintenance and/or unanticipated special/mandated construction projects an increase from 3.5% to 5% was proposed by Mrs. Deane and mentioned by a few Shareholders.

Dr. Ostroski requested to amend the current motion to accept the budget proposed but change the increase from 3.5% to 5%. Ms. Blanc second the motion. All in favor, motion passed. The 2016 maintenance payment will be 5% higher than the 2015 maintenance payment.

Mr. Sanchez asked a question regarding the special projects funding in the operating budget and Ms. Ryan asked if we can build an emergency fund should

we have a hurricane. Ms. Federman responded that it is a Board decision however many Shareholders prefer to have their money in their own account for investment purposes rather than to be in an Island House bank account.

Ms. Bower made a motion to adjourn the meeting. Ms. Blanc seconds the motion. All in favor, motion carried.

There being no further business to discuss at this time, meeting adjourned at 6:39 p.m.

Respectfully submitted,

Margherita Blanc, Secretary of the Board

ISLAND HOUSE

Board of Directors Meeting Sign-in Sheet
October 21, 2015; 5:45pm

Name:	Apartment Number:
Anne Owens	304
LYNNE LIBBY	408
Lise Federman	306
Pat Shaw	509
Ellen Rifkin	307
Lynn Sherley	PA-8
Everett McDonald	1209
J. Ostrowski	407
Isabel A Crosson	402
Jane [illegible]	601
Shirley Bloomfield	404
Les Bloomfield	404
[illegible]	PA-1
F. JARQUE	803
MARTHA MUGUERZA	206
Linda Jusiewicz	1203
VICTORIA RYAN	1006
Jon Hedrick	105
D. Jameson	407

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ISLAND HOUSE

Name:	Apartment Number:
Kathy Lubbes	1103
Merry Hedrick	1004

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Board of Directors Meeting Minutes
November 18, 2015
6:00 p.m.
Ocean Room

Called to Order: Ms. Bower called the meeting to order at 6:02 p.m.

Members Present: Board President, Anne Bower, Vice President, Joe Harrison, Margherita Blanc, Treasurer, Dr. Ostroski, Secretary, Director, Monica Deane
(Established a Quorum)

Members Absent:

Dr. Ostroski makes a motion to waive reading the minutes from October 21, 2015. Mr. Harrison seconds the motion. All in favor, motion passed.

Property Manager provided an update regarding the rodent trapping. The sewer lines leading to the main street connect were inspected via video camera and more bait traps were ordered to place in the South side of the property. Mrs. Deane read a letter from the Rodent & Wildlife Control company regarding the affect feeding the cats on site may have towards attracting rodents.

Ms. Bower asked Ms. Blanc to discuss the North Lawn topic on the agenda. The office is investigating a company that will conduct DNA testing on dog feces. This way when Shareholders do not pick up after their dog we can determine who the dog belongs to and a fine will be issued. Dr. Ostroski made a motion that Management will find an appropriate area that may be designated for dog walking area and every dog will be registered with their DNA. Ms. Blanc seconds the motion, all were in favor.

Ms. Bower asks Ms. Blanc to discuss the noise topic on the agenda. Ms. Blanc expresses the importance of covering 75% of your apartment floor with area rugs or carpeting. This will help reduce the noise to your neighbors below. It was also discussed to change the time in the House Rules of no noise to the Village of

Key Biscayne ordinance which is Sunday through Thursday until 11pm and Friday and Saturday until midnight.

Ms. Bower discusses the new procedure of taking pictures of Guests at the front desk. Dr. Ostroski stresses how important it is for all guests to be notified by the front desk to drive to the main entrance to register before they self park. If the Guest does not want a picture taken then a driver license must be provided. If the Shareholder is having a party then a list should be provided to the front desk with the names of the guests. Any vehicles not registered in the visitor lot will be towed at the owners expense.

Ms. Bower begins the discussion of feeding the cats onsite. Several comments were made in favor and against feeding the cats. It was mentioned the danger feeding the cats onsite is due to the food attracting rats and raccoons. Mrs. Deane re-read the letter from the Rodent & Wildlife Control company which advises to not leave the food trays outside overnight. Mr. Gonzalez provided a petition signed by Shareholders requesting the cats are no longer to be fed on the property. Dr. Ostroski makes a motion to relocate the feeding tray next to the carwash, feed them at 5:00pm and return within 1 hour to remove the tray. Mr. Harrison seconds the motion, all are in favor with the exception of Mrs. Deane.

Ms. Bower asks the committee chairs to provide their updates. Mr. Rifkin provide update for the House Committee, Mr. Balotti for the Construction Committee, Mr. Harrison for the Social Committee and Ms. Blanc for the Landscape Committee.

Ms. Bower welcomed the new Shareholders to Island House, PA6, 302 and 507.

Ms. Bower made a motion to adjourn the meeting. Mr. Harrison seconds the motion. All in favor, motion carried.

There being no further business to discuss at this time, meeting adjourned at 7:50 p.m.

Respectfully submitted,

Margherita Blanc, Secretary of the Board

ISLAND HOUSE

Board of Directors Meeting Sign-in Sheet
November 18, 2015; 6:00pm

Name:	Apartment Number:
Joseph Ostrowski	407
Everett McDonald	1209
Ellen Rifkin	307
Marisa Pewsch	1009
Larry Rifkin	307
Anne Owens	304
LYNNE LIBBY	408
PAT SHAW	509
Evelyn LaRusse	508
[illegible]	PB-2
Larry LaRusse	508
Dick Turici	1104
Linda Jusiewicz	1203
Jane Rikozo	601
Kathy Johnson	303
Caroline Ryan	907
Lee Odden	405

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Name:	Apartment Number:
Merry Hedrick	1004
MARIA JARQUE	803
VICTORIA RYAN	1006
Rand	205
A Piccinini	708
Jon Hedrick	1004

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Board of Directors Meeting Minutes
December 16, 2015
6:00 p.m.
Ocean Room

Called to Order:	Ms. Bower called the meeting to order at 6:07 p.m.
Members Present:	Board President, Anne Bower, Margherita Blanc, Treasurer, Dr. Ostroski, Secretary, (Established a Quorum)
Members Absent:	Vice President, Joe Harrison, Director, Monica Deane

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Dr. Ostroski makes a motion to waive reading the minutes from November 18, 2015. Ms. Blanc seconds the motion. All in favor, motion passed.

Dr. Ostroski made a motion to re-class paid expenses and transfer funds accordingly totaling $44,887.31 from the operating to their corresponding reserve accounts. Ms. Blanc second the motion. All in favor, motion passed.

Ms. Bower made mention that the front parking lot is now completed and looks nice.

Property Manager provide an update regarding the rodent trapping. Rodent and Wildlife is no longer contracted for monthly trapping since the number caught has decreased to zero. However they are still in the building completing exclusions.

Ms. Bower made mention that the cat feeding area has been moved to the car wash, trays are being picked up and no raccoons have been sited.

Ms. Bower provided an update on the 807 balcony repairs. Ms. Bower mentioned that the remaining structural repairs will be a huge 2016 project and an assessment will most likely be needed. Unfortunately this expense may not come out of reserves.

ISLAND HOUSE

Board of Directors Meeting Sign-in Sheet
December 16, 2015; 6:00pm

Name:	Apartment Number:
LYNNE LIBBY	405
J. Ostroski	407
Ellen Ryken	307
~~Pat Shaw~~	509
Evelyn + Larry La Russa	508
REX HARRINGTON	802
Richard + Kathy Johnson	303
Don-Hedrick	105
Merry Hedrick	1004 & 8
[illegible]	1203
Shirley & Les Bloomfield	404
Rand	203
VICTORIA KHAN	1006
Susan McDaid	906
Lee Daaen	405