

**MINUTES**  
**OF THE ISLANDER OWNER'S ASSOCIATION, INC**  
**REGULAR SCHEDULED BOARD OF DIRECTOR'S MEETING**  
**HELD FEBRUARY 25<sup>TH</sup>, 2017 AT 9:00AM CT, IN THE PALM ROOM OF THE**  
**ISLANDER CONDOMINIUM AT 502 GULF SHORE DRIVE,**  
**DESTIN, FLORIDA 32541**  
**THIS MEETING WAS ALSO AVAILABLE BY TELEPHONE**  
**@ 1-800-444-2801, CONFERENCE CODE 6921782**

9:05 AM

Mr. Feltenberger explained that Rick Chappell, a member of the Board of Directors from the Holiday Isle Improvement Association, would update the Board and Owners on the status of beach renourishment *prior to commencement of the Islander BOD meeting.*

**Beach Renourishment**

The Florida County Commission Tourist Development Council (TDC) is responsible for beach renourishment. The Beach renourishment fund contains \$9 million; Destin contributes 68% and Okaloosa Island 32%. Destin contributes \$2.6 million annually of which Holiday Isle contributes \$1 million. Destin receives back \$1.6 million annually. The TDC redirects funds. If Destin had access to the money it contributes, a program could be implemented to put sand on the beaches as needed. Who receives sand is determined by the survey. The next survey is scheduled for April 2017. (There are concrete markers in the dunes spread about ¼ miles apart that provide laser surveys.) Of the 300 cubic yards installed on the beach in 2013, 200 cubic yards has been lost but 70% is still in the system as our sand bars. Joint coastal permits are in place. The identified sand source is a mile offshore and 2 miles west.

Dredging the harbor is approved. BP funds are being used. This sand will be deposited on Noreiga Point. It's hoped that due to the cost, replacing the beach sand can be done with drive-by dredging.

To keep attention focused on the beach, individual owners are urged to contact the Board of County commissioners regarding the responsibility of the TDC to keep the beaches in good shape and encouraging the TDC to work with Destin City Council to set up a routine management process to dredge the pass. Owners are encouraged to attend meetings when possible.

Mr. Feltenberger referenced sample letters Mrs. Pollak had prepared and sent to owners. Owners are urged to write follow-up letters.

**TO DO:** Mr. Feltenberger will prepare a letter to owners summarizing beach renourishment and need for owners to contact County Commissions and Destin City Council. Following review by Mr. Chappell or Mr. Tadlock, Mrs. Pollak will send letter to owners.

Mrs. Pollak will e-mail owners the names and e-mail addresses of Destin City Council Members.

## **Islander Board of Directors Meeting**

**Board of Directors Present:** Axel Feltenberger (#303), Ken Dixon (#704)

Merrilyn Cook (#713), Rosemary Bubien (#411), Linus Carroll (#209, 613, 706) and Sharon Schlott (# 603)

**Board of Directors Present via Telephone Conference:** Mark Hamilton (#510)

**Management and Staff Present:** Megan Pollak, Associate General Manager, Helene G. Korski, Transcription.

**Management Absent:** Stephen Parish, General Manager

**Members present:** Tina Thomas (#204), Pam Feltenberger (#303), Arlene and Bob Whitley (#508), Kevin Strand (#604)

**Members present via Telephone:** Larry Denning (#317), Betsy Harmon (#616)

### **1) Call to Order**

The President, Mr. Feltenberger, called the meeting to order at 9:45 AM CT.

### **2) Roll Call**

The President called the roll and confirmed that a Quorum was established.

### **3) Proof of Notice**

Megan Pollak confirmed the notice of meeting was properly posted in accordance with Florida Statute 718.

### **4) Approval of Agenda**

**Motion:** Rosemary Bubien moved to amend the agenda to table item 9 c iv, Employee Handbook Review to the May BOD meeting and to add the BP Eligibility Offer under item 10, Other Business, 2<sup>nd</sup> by Merrilyn Cook.

**Vote:** No discussion, vote unanimous. Motion carried.

### **5) Approval of Minutes (Continuation Meeting November 29<sup>th</sup>, 2016)**

**Motion:** Ken Dixon moved to approve the November 29<sup>th</sup>, 2016 Minutes as presented, 2<sup>nd</sup> by Linus Carroll.

**Vote:** No discussion, vote unanimous. Motion carried.

### **6) President's Report – Axel Feltenberger**

Mr. Feltenberger reported that the Islander is doing well financially. Friday, Mr. Carroll, our BP attorney, informed us via conference call that BP is appealing the settlement offer under which the Islander would have netted around \$900,000. A decision on the appeal is expected 3/9/17.

We are moving forward with Management changes. Megan Pollak will be replacing Stephen Parish as General Manager on July 1, 2017. Stephen Parish will serve on site as Islander Consultant after July 1 for the remainder of the year. He will remain our Broker.

### **7) Management Report**

Mrs. Pollak presented Mr. Parish's prepared report in his absence.

**a) Sliding Glass Door Report– Stephen Parish**

The sliding doors have been installed. There are 2 issues. Unit 313 has a line on the inside panes and is being replaced and Unit 311 has a crack on the outside glass (Mr. Koskey is pursuing warranty repair/replacement).

**b) Building/Grounds/Staffing Report – Stephen Parish**

Building current projects:

- Replace damaged boards and paint boundary fence (over half has been completed);
- Installed new grills;
- Pressure washed tiles and pavers;
- Lighting installed at the Gazebo.

The busy Snowbird Season resulted in an increase in the numbers of work orders keeping our 2 maintenance men extremely busy.

Future Projects anticipated completion before May BOD meeting:

- Re-seal beach walkover;
- Paint all stair wells;
- Repair pavers; (on-going)
- Repair beach gate

Mrs. Pollak clarified that our beach gate had been vandalized on 2 separate occasions. The estimated cost for new parts and labor for welding is approximately \$2,500. The Islander is installing at least 2 cameras by the beach gate so that we will have recourse against trespassers. Surfers have accessed the beach through our gate this winter. The sheriff's department advised the Islander to tow cars provided private property signage was present. The Islander has also had problems with surfers leaving their bicycles along the east fence. The beach gate is essential especially now due to the shrinking area of our beach.

**TO DO:** Management will

- 1) validate existing signage and post additional "Private Property – Do Not Trespass" signs on property to address parking, bicycles and beach access;
- 2) research legality of chaining trespassing bicycles;
- 3) request that Tiffany from Holiday Isle Improvements Association notify residents the Islander is installing cameras and advising against trespassing; and
- 4) purchase the most appropriate cameras to monitor the beach gate.

- New shower for East Pool outside gate;

Mrs. Pollak clarified that installing the shower outside the gate will allow guests returning from the beach to rinse off when the pool is closed.

- New luggage carts for the season. Over half the grocery carts are new this season.

The board and owners present discussed the current luggage and grocery carts and a possible new style luggage cart Mr. Carroll suggested Friday. Mrs. Pollak reported that based on the number of potential problems Todd Robertson identified; the Islander will not pursue changing carts.

- Tennis court damage from Jetty East water line fracture;

Mrs. Pollak explained that Jetty East's water line had ruptured. The Islander agreed to undertake repairs. Jetty East will reimburse the Islander.

- Landscape lights and fixtures will be replaced by LED lights.

#### Grounds:

- Apart from a two night freeze taking out most of our Hawaiian Ty's, the grounds are in good shape.

Mrs. Pollak referred to the plant replacement proposal (pages 9-11). The outcome of Friday's extensive discussion was that the Hawaiian Ty's provide year round color thereby contributing significantly to the Islander's beach resort atmosphere. While the Hawaiian Ty's plants often come back after a year, the Islander cannot go a year without ever-present color in strategic ground areas such as pools, oases, and entry ways. To decrease costs, it may be possible to substitute hardier plants, such as encore azaleas, in areas such as the parking lot which already contains azalea bushes and in other less visible areas without compromising the beach resort appearance.

Mr. Dixon indicated that his Friday suggestion regarding substitution of hardier plants was cost related. He asked if replacements were averaging \$10-\$12 thousand dollars each year. Mrs. Pollak replied in 2016 the Islander spent \$7,000 and funds are budgeted.

#### Staffing:

- Two new members for the front desk have been recruited and 2 more are needed in March to meet staffing needs.

Mrs. Pollak reported that Melissa started a week ago and the second person is scheduled to start Monday. The Islander plans to hire 2 additional front desk agents to meet seasonal needs; 1 bookkeeper and 1 Rental/Front Desk Manager (outcome from Friday discussion to meet Management transition needs).

#### c) Marketing Report – Stephen Parish

- Continuing to use Google and Facebook extensively.

Mrs. Pollak clarified that The Islander is continuing to advertise on Google but is no longer paying Facebook as we have over 60,000 fans. Facebook status is being maintained with pictures and postings.

- The pictures on the new software have had a great impact as they look stunning.
- Seeing significant early growth for the 4<sup>th</sup> consecutive year.
- Management is meeting with VRBO next week to discuss offered opportunities and options and will report to the BOD.

Mrs. Pollak reported that the new Escapia software is now "live". Options including service fees related to the Islander participating in VRBO are being explored (Detailed discussion regarding VRBO at Friday's meeting). "EVOLVE" (outcome from the Friday's meeting) will be explored as well.

**TO DO:** Management will investigate options related to using Escapia to participate in VRBO and "Evolve" and report to the BOD at the May meeting. If management recommends participation, Management will inform the Board of negotiated fees and its goal for increasing rental business to serve as a cost basis.

#### d) Rental Report – Stephen Parish (page 6)

- A great start to 2017 with an increase currently in excess of \$100K over 2016.

- Reached \$1 Million 2 weeks earlier than last year.
- Both January and February income have exceeded budget, and we are rounding out a record snowbird season. Early bookings for the summer season are strong and exceeding expectations.

e) Islander Real Estate Brokerage – Stephen Parish (Page 8)

- There are 6 active listings.

Mrs. Pollak reported that Mr. Parish received a contract Friday night for Unit 304 for \$240,000.

f) January Freeze Plant Replacements – Stephen Parish (Pages 9-11)

Mrs. Pollak stated that based on discussions management was not moving forward with this exact proposal. She would check with the landscaper Steve Nagle to ask about less costly substitutions.

**TO DO:** Management will ask the landscaper about substituting hardier plants in the parking lot and less visible areas to decrease costs where possible while preserving a resort atmosphere and report to the Board via e-mail due to timing constraints and provide final report at the May meeting.

g) Finance Report – Megan Pollak

i.) 2016 Year-end Financials (pages 12-24)

December 2015 vs December 2016 (page 12)

Regarding the balance sheet on page 12 of the booklet, the Association's negative fund balance (Line Item Total Liabilities) has decreased by a little more than \$92,000 which is great. This is the running total for the organization year after year or the entire history of the Association. This means that last year we had an annual surplus of income. We want this number to be positive.

The Rental fund balance has increased a little over \$3,000 and is positive meaning there has been annual surpluses rather than deficits over the last couple of years.

Association Profit and Loss Comparing 2015 to 2016

- The owner monthly fees were increased from \$588.05 in 2015 to \$605.05 in 2016.
- The 2015 special assessment was \$ 272,259 for the Front doors and \$9,600 for the pool lift.
- The 2016 special assessment amount included \$19,300 remaining for the front doors, \$9,600 for the pool lift completion, and \$484,000 for the Sliding Glass Doors.
- The legal / office expense increased in 2016 mainly due to BOD meetings and attendance (\$105 member typical cleaning fee, and 1 additional meeting); Simply Voting (electronic voting), and purchase of 2 telephones for Board meetings. A digital phone was purchased in error and an analog was required.
- Insurance cost decreased due to few claims filed and our agent negotiating the premiums.
- The Miscellaneous expense in 2015 was due to the palm room renovation which cost \$55,500.

Rental Profit and Loss Comparing 2015 and 2016

- Commissions are up due to the increase in occupancy which means our damage waiver income, beach amenity, and housekeeping income are all up.

- The expenses include increased balances due to occupancy in the credit card fees account, damage waiver account to include \$1,200 from the damage waiver expense to replace pool umbrellas broken from wind gusts or accidentally by guests, housekeeping expense, and beach amenity expense.
- The advertising expense is down \$14,700 mainly due to not 'promoting' Face Book posts to reach guests. Management opted to expend funds on Google, unit re-evaluation, and the Virtual Tours. New VR Tours include outside photos.
- Maintenance contracts include \$459 per month for our GLAD to have you app.
- The 2015 contingency expense included \$17,000 in replacement linens purchased at year end and rental operations paid the deep clean \$200 per rental unit roughly \$21,000.
- In 2016 the rental company again paid for the deep clean housekeeping expense of \$250 per unit for rental units totaling roughly \$26,250 as well as \$6,200 for new linen, \$2,100 for new grocery carts, and \$3,300 for entry gate remote key chains for rental guests. These remotes allow guests to access without having to punch in the code.
- Housekeeping expense for 2015 totaled \$299,990 and was \$328,170 in 2016. This differs from the amount posted as guest toiletry supplies such as toilet paper, trash bags, dish soap, and the laundry detergent were included.

Several factors contributed to the increased in housekeeping expenses.

- Income increased \$10,000 from 2015 to 2016.
- It's expected that the expense would increase by approximately \$9,050.  
(\$105 charged to the guest for rental cleans, Islander Rental pays \$95 to Housekeeping Company-  
\$10,000/105= 95 additional cleans
- Islander Rental paid \$50/unit for the Sliding Glass Door cleanup for all units which accounts for \$5,700 (\$50\*114 islander units).
- The 2016 Deep Clean was initially invoiced at \$250, a \$50 increase from 2015 which accounts for \$5,250 of the increase. The actual amount is \$225 as \$25 would have been returned to the Islander. As the Islander Rental paid for the rental units, \$25 was returned to the Islander but as it was not collected until January so it does not show on the December statement.

As requested at Friday's meeting, Mrs. Pollak is compiling a complete accounting of housekeeping expenses. Some items were incorporated into today's report. Thus far she has ascertained that the \$341,039.48 posted on December 2015 vs December 2016 (page 12 - 8 lines from the bottom) Rental Housekeeping/Guest supplies is an error. She can account for \$304,835, but needs to investigate further to resolve the outstanding difference of about \$5,000.

**TO DO:** Mrs. Pollak will research housekeeping expenses and provide a full report at the May meeting.

- The Contingency account includes the cost of the dumbbells for the gym \$1,200 and a spare KABA console about \$2,220 (to program doors keys) for the front desk.

## ii.) 2016 Audit Update

2016 Books are now closed. A copy is with our CPA and they are expected on site in the next few weeks. They were on site early January and during 2016. No problems are anticipated.

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**h) Rental Software (Escapia) – Megan Pollak (pages 25 and 26)**

Mrs. Pollak reported that the Islander's goal was to go live with the new Escapia software on 1/1/17 but due to implementation-related difficulties the go live date was postponed until 1/18/17. The office closed on 1/18 to make the transition as seamless as possible.

Mrs. Pollak recounted that prior to leaving for vacation 12/6/16, she had inputted all future reservations not transferred from the data migration in November; inputted all the rates as no rates transferred over; and inputted the advance payments (\$300.00) associated with each future reservation for each unit. While she was away Mr. Parish and Mariah addressed rules for short and long term rates; and Mariah kept up with daily reservations, rates and deposits and confirmed all future reservations.

On return 12/27/16 she learned implementation was significantly behind schedule. Approximately 50 outstanding items needed to be completed before the go live date. Items completed included:

- Inputted owner balances as of 12/31/16
- Input unpaid invoices as of 12/31/16
- Set-up charge templates for items sold and Association Dues
- Set-up Correspondence Notices to guests and owners
- Uploaded all unit photos
- Modified unit descriptions (to reflect software template and as rewritten by owners)
- Implemented Automatic Payments
- Trained front desk employees
- Received owner payments
- Implemented NEW Owners Booking Site
- Addressed on-going items related to transition and input of new data
- Prepared Month-end statements, owner checks or ACH transactions

**i) Palm Room Update – Megan Pollak ( Page 27-28)**

Mrs. Pollak reported we have 19 reservations of which 3 are owner bookings.

Potential customer feedback indicates that there is a need to illustrate various venues of use for the Palm Room and to provide a list of local catering, florist, wedding planners, and photographers etc. Also, the best websites to promote the Palm Room remain to be identified.

Tibor Pollak has extensive contacts as he previously worked for Emerald Coast Catering and is willing to perform these services. To eliminate any questions related to conflict of interest, he will submit a consulting contract which Mrs. Pollak will forward to the BOD for review. Mr. Feltenberger will execute the contract.

**TO DO:** Management will obtain contract and forward to the Board for review.

If there is an opportunity to rent the Palm Room, the Board agreed they would meet elsewhere on the premises.

**j) Beach Renourishment /Holiday Isle Improvements Assoc Annual Owners Meeting – Megan Pollak (Pages 29-30)**

Mrs. Pollak covered the front desk and did not attend the meeting.

Rick Chappell, a member of the Holiday Isle Improvement Association BOD, provided a complete report prior to commencement of the Islander BOD meeting. A summary of his report precedes these minutes.

## 8) **Unfinished Business**

### a) Front Door Report – Ken Dixon

Mr. Feltenberger explained that Mr. Dixon stepped in to assist with the resolution of the Front Doors in December as the project had stalled and expressed his thanks on behalf of the Islander.

Mr. Dixon recapped his actions since December which have included meeting with HRG and reported that we finally have everything (doors and parts). Installation of both the new replacement front doors is proceeding. Friday he recommended ascertaining whether it was appropriate to pursue legal action with Brandon Burg, the Islander's attorney, with regard to the Islander's chances of recouping costs incurred prior to the project's completion including funds expended to Mr. Koskey. The Islander received a \$33,500 check from HRG but has not cashed it as we are still owed a minimum of \$54,934 to complete the door installation as well as additional monies for items like dumpsters which have cost the Islander around \$19,000.

Mr. Dixon recounted that HRG represented themselves as experts and on their bid they agreed to meet code, to secure permits and to meet government regulations. The initial doors did not meet code, permits were not obtained, doors were modified, and the City of Destin stopped installation. The doors which are being installed are different from the original doors. The next step is for the Islander to determine the dollar amount owed. Once determined, The Islander can pursue legal recourse.

Mrs. Pollak added that she provided the contract when she addressed with the Islander's attorney Friday. The Islander will be working with Andy Weddle, an attorney at Mr. Burg's firm. In response to Friday's discussion regarding cost recuperation and recourse with HRG, Mr. Weddle affirmed that the Islander does have recourse and that it is appropriate to pursue recouping the additional monies from HRG.

**TO DO:** In response to owner questions about installed doors, management will ask Koskey about items emerging from owners including rusting parts and door closure adjustment.

**Motion:** Merrilyn Cook moved The islander submit all information to the attorney and that the attorney send the demand letter from the attorney to HRG including additional fees discussed regarding dumpsters and PODS if relevant, 2<sup>nd</sup> Rosemary Bubien.

**Discussion:** Mr. Dixon indicated that other factors needed to be taken into consideration, including purchasing additional parts which might be supplied at no cost if the demand letter had not been received, that some companies only deal with the distributor, and that Management should ascertain whether additional parts would be needed from Mr. Koskey.

Mr. Feltenberger summarized discussion and motion as to proceed with the demand letter as the first option of legal recourse.

**Vote:** Vote unanimous. Motion carried.

**TO DO:** Management will ask Mr. Koskey to determine as soon as possible if additional parts will be needed. Management will coordinate resolution of the front doors with all parties.

b) Beach Leasing from Inlet Reef and Jetty East - Axel Feltenberger

Mr. Feltenberger reported he e-mailed Inlet Reef and is awaiting a reply. He will e-mail Jetty East as well. Mr. Feltenberger will follow-up.

9) **New Business**

a) Front Window Replacement / Waterproofing Special Assessment

Mr. Feltenberger recapped that as discussed at the Friday Working Group meeting the bids to complete the project remain outstanding. It's doubtful the BP settlement issue will be resolved by May.

The Board concluded that as the bids were not procured, no decision could be made (as the amount of the special assessment is unknown). Mr. Dixon withdrew his motion to direct Management to secure 3 bids for each of the 2 projects for the May meeting following clarifications that the Board had previously asked for bids for February and the decision pending is selection and the amount of the special assessment.

Mrs. Pollak informed the Board that she planned to submit the specs Alex Koskey provided in his November bid to Noel Bell, Destin's building inspector, to verify that the specs are to code and if Destin will approve. She will proceed with securing bids once confirmed.

**TO DO:** Management will submit window specifications Mr. Koskey provided in November to the Destin building inspector to verify windows will be to code. Management will exercise due diligence to secure 3 bids for the two projects by the May meeting.

Mr. Feltenberger clarified that the front window replacement is scheduled to coincide with waterproofing the EIFS prior to warranty expiration so it is important we move forward as quickly as possible to avoid lag times between ordering and delivery. The decision to replace the front doors and sliding glass doors before the front windows was to avoid voiding the waterproofing warranty.

**Motion:** Marilyn Cook moved to table the Board's decision about the bid until the May Board meeting, 2<sup>nd</sup> Linus Carroll.

**Vote:** No discussion, vote unanimous. Motion carried.

b) Owner Item for November Proxy – Article XIII, Paragraph A. Share of Common Expense

Mrs. Pollak explained that the condo docs were not aligned with Florida Statute. Mrs. Bubien uncovered this item which was to have been put to the ownership vote in 2014 when she conducted a comprehensive review. The condo docs do not allow the Islander to recoup losses on foreclosure units whereas Florida law allows for recouping the previous 12 months dues and assessment costs. Aligning our condo docs with Florida statute will allow us to recoup costs.

**Motion:** Marilyn Cook moved to add amending our Condo Docs, Article XIII, PARAGRAPH A Share of Common Expense to agree with the current statute on the 2017 proxy, 2<sup>nd</sup> Linus Carroll.

**Vote:** No discussion, vote unanimous. Motion carried.

c) Administrative Review and Affirmation

i) Management Contracts and Job Description

ii) Islander Brokerage Contract

Mr. Feltenberger reported that Mr. Parish will be retiring in July. The Board met in executive session Friday afternoon at the end of the Friday Working Group meetings. Efforts are directed to ensuring a seamless transition. Mrs. Pollak will assume the General Manager position July 1. Mr. Parish will remain as a consultant to the Islander through December 31<sup>st</sup>. Mr. Parish will continue to represent the Islander as its Broker. The board prepared 3 contracts: 1 for Mr. Parish, 1 for Mrs. Pollak, and an updated Brokerage Agreement. The proposed Brokerage contract changes the commissions to a 50/50 split for in house and outside real estate sales.

In response to Mrs. Thomas' question, Mr. Feltenberger clarified that 10% of the 50% the Islander will receive would be allocated to Marketing and 40% would go to the Association.

The current Brokerage Contract allocates 55% of the commission to the Islander and 45% to Mr. Parish. The Association receives 45 %, Marketing 10%. The revised contract splits the commission 50/50. Outside sales going forward will be split 50/50 between the Association and Mr. Parish. If Mr. Parish resigns, a new Broker contract will be required. The Board's and Management's knowledge regarding Florida law and condo docs governing the role/relationship of the Broker is incomplete.

**TO DO:** Management will research Florida Statue 718 rules and the condo docs regarding the Broker serving as an Ex Officio, non-voting member of the Board, circulate the information to the Board prior to the meeting, and place on the May meeting agenda.

Paper copies of the draft management and brokerage contracts prepared by the Board were reviewed by Board members present and an electronic copy was reviewed by Mr. Hamilton. Minor editorial revisions were made. Mr. Parish will be eligible to receive 3 weeks' vacation benefit issued December 16th and the year-end bonus.

**Motion:** Ken Dixon moved to accept the 3 contracts as presented with the edits/corrections discussed, 2<sup>nd</sup> Merrilyn Cook.

**Vote:** No discussion, vote unanimous. Motion carried.

The Board will seek contract execution following the meeting.

iii) Housekeeping Contract

The current housekeeping contract which expires March 2018 was reviewed. Due to the contract's date-related specifics the Board requested bids be secured for review at the August meeting.

**TO DO:** Management will secure 3 Housekeeping bids for review at the August meeting.

iv) Employee Handbook

Tabled until the May meeting.

**Motion:** Rosemary Bubien moved to postpone review the job descriptions item 9 c i until the May Meeting as these items were not discussed at the Friday Working Group meeting, 2<sup>nd</sup> Linus Carroll.

**Vote:** No discussion, vote unanimous. Motion carried.

d) **Additional lighting around grill Gazebo**

Completed

e) **Shower outside of East Pool Area for after hours**

In progress. Discussed under management report.

**10) Other Business**

a) **BP Eligibility Notice (Page 7)**

Mr. Feltenberger referenced the BP details on page 7 and recounted that as explained Friday, Mr. Carroll, our BP attorney, advised that we accept the BP claim settlement as BP has appealed the offer and will counter with a lesser amount.

**Motion:** Rosemary Bubien moved on behalf of the Friday working group meeting to accept the eligibility notice as presented by the Deep Water Horizon Claim Center, 2<sup>nd</sup> by Merrilyn Cook.

**Vote:** No discussion, vote unanimous. Motion carried.

Mrs. Pollak indicated that she and Todd Robertson had identified a few potential uses for BP funds.

Mr. Dixon cautioned that matters might not be settled quickly and The Islander should not count on money we had not received.

**11) Adjournment**

Mr. Whitley asked if Board could send a letter to the TDC on behalf of the owners. Mr. Feltenberger said he would do so.

**Motion:** To adjourn meeting moved by Merrilyn Cook, 2<sup>nd</sup> by Sharon Schlott.

**Vote:** No objection, meeting adjourned at 12:06 PM.

Rosemary Bubien, Secretary

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