

Hi-Tide Condominium Association Board of Directors Meeting
January 28, 2026 • 10:00 am • Zoom

ATTENDEES:

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| ☒ David Passey | ☒ Al Rubeck |
| ☒ Rita Schilling | ☐ Jerry Furey (excused) |
| ☒ Craig Ottavelli | ☐ (staff) |

ACTION ITEMS:

- Al will get new notices “No Glass” signage posted on the recycle bins.
- The Building and Grounds committee, working with the maintenance manager, will prepare a feasibility study for the installation of a small laundry facility for full complex use.
- Pat and Craig will explore options that use Tim to install cabling and reduces costs, and report back to the board.

MINUTES:

1. Call to Order – **President Ottavelli called the meeting to order at 10:10am and established a quorum.**
2. Owner Input
 - a. Bev Franklin asked an insurance question about proof of insurance renewals. The Board reported back that if the policy renews mid-year owners may notify the board of when the policy renews and send it at that time.
 - b. Recycle bins ‘no glass’ wording has worn off – *Al will get new notices “No Glass” signage posted on the recycle bins.*
3. Consent Calendar – **It was moved, seconded, and passed unanimously to approve the Consent Calendar as presented.**
 - a. November 19, 2025 Board Meeting Minutes Approval
 - b. Financials
4. Building and Grounds
 - a. Gas grill in Clam Shack – The grill has deteriorated beyond repair. A freestanding burner was made available, but was stolen. There is currently no grill and no burner. Discussion ensued about the importance of the grill. Blaze grills makes a marine grade grill (<https://www.blazegrills.com/product/blaze-marine-grade-316l-4-burner-lte/>), designed to withstand the saltwater marine environment. **It was moved, seconded, and passed unanimously to direct the Building and Grounds chair to research and purchase a commercial grill not to exceed a \$4,500 cost.**
 - b. Ventilation ductwork in attic and roof ridge caps – The maintenance manager was working on bids for reconnecting bathroom fans to roof vents, and looking into repairing roof ridge caps. The maintenance manager plans to do the reconnecting work and to have the ridge caps quoted by Lupo to the scope of their existing work.
 - c. Proposed washer/dryer in #8 storage unit – Board consensus is it is approved to proceed with the installation as long as the Building and Grounds chair (Al’s) oversight and substantive work being done by licensed contractors. A discussion ensued related to the overall capacity of the HT infrastructure to support similar installations should every unit pursue installations.
 - i. The board discussed installation of a laundry facility for community use (paid machines). *The Building and Grounds committee, working with the maintenance manager, will prepare a feasibility study for the installation of a small laundry facility for full complex*

use. OrgSupport will add 'Laundry Facility Feasibility and Scoping Report' to the Building and Grounds agenda for the next meeting of the board.

5. Treasurer's Report (see attached financial reports) – Please see annual report contained in the board packet.
6. Annual Report – Please see annual report contained in the board packet.
7. Old Business
 - a. Rental Policy – The board is anticipating a new rental policy from the HT attorney which will govern rental activities at the HT. The new framework anticipates the Board as the contracting authority for providers. Once the draft policy is available from the attorney, the board will convene a meeting to share and discuss.
8. New Business
 - a. Rental Committee Update – The committee is finding the work with Goldener difficult, as Goldener is not conducting themselves in a typical, professional manner.
 - b. Wi-Fi Update – Research into improving the wi-fi system infrastructure at the HT is in the board packet. The approximate cost to upgrade building C is \$10k. *Pat and Craig will explore options that use Tim to install cabling and reduces costs, and report back to the board.*
9. Website Update – The website requires regular updates, and directors are encouraged to send requests to the info@ address. *OrgSupport will update the insurance policies on the website and ask the board if there are other changes needed.*
10. Items from the Floor
 - a. *OrgSupport will send the updated owner roster to the entire ownership.*
11. Notifications of Impending Desires to Buy, Sell, or Trade Units – None.
12. Adjournment – **With no further business, President Ottavelli adjourned the meeting at 11:00am.**