

**Island House Northeast COA, INC.**  
**Board Meeting Minutes**  
**Wednesday September 14, 2016**  
**Location: Conference Call**

Meeting was called to order at 6:00 pm by Tyler Pugh with Board Members Darrell Baker, Diane Eising, Kim Manwaring and Lynda Bideau present for a full quorum of the Board.

There is only one item on the Agenda:

Lynda motioned to special assess the membership \$2000 in two monthly installments of \$1000 each, one to be paid in October 2016 and one to be paid in November 2016 to cover any shortfall in the concrete restoration project. The motion was seconded by Lynda and passed unanimously.

With no further business to discuss Kim motioned to adjourn the meeting. The motion was seconded by Diane and passed unanimously. The meeting was adjourned at 6:15pm.