

# **Club Ocean Villas**

## **Board Meeting Minutes**

**Saturday October 22, 2016**

**Officers and Directors Present: Mike Graves, Jim Russell, Phyllis Carl, Denny Zimmerman, Steve Van Rees, Cynthia Brown Wooten, Joey Camacho, Perry Causer**

**Absent: Linda Hunt & Alan Hinde**

Roll Call was completed with a quorum to conduct the board meeting

Minutes from the last meeting from April 23, 2016 were approved by board.

Alan Hinde resigned as Vice President of Club Ocean Villas and Steven Van Rees was voted in to complete the term of V.P. until the annual meeting on April 29, 2016. The board voted and approved Mike Serekis as a Board Member to complete the term of Steve Van Rees.

### **Financial Report:**

Jim Russell distributed the September 30, 2016 Financial reports prepared by Shore Management. Copy Enclosed. It was noted that the long range account has a \$105,647.84 balance. We also received a detail transaction report for exterior repairs and maintenance – the total for that was \$6,470.03. (Copy enclosed).

The year audit is being performed by PKS & Company, P.A. - Lee McCabe. This report will be completed by year end.

Bulkhead Update: Mike Graves and Jim Russell met with Ryan Murphy of R. G. Murphy Marine Construction On October 15, 2016 to review the progress of the repairs of the bulkhead. The new 27 treated poles have been installed per the engineer's drawings from GMB Engineering. The additional whalers are not completed due to the water tides. The project should be completed by November 1, 2016. The engineer will make a final inspection before the last payment is made. Total cost of this project was \$46,509.

12/11/16 - - We are securing a quote from our Insurance company to insure the new bulkhead and repair work for a term of 5 years and 10 years.

## **Shore Management Report:**

1. Shore Management suggested that crawl space entrance ways be replaced. This was addressed and no replacement was needed at this time – only a good cleaning out and patch work on the covers is needed.
2. Multiple buildings are losing roof shingles. Marlin Restoration has been replacing the missing shingles as needed.
3. Perfection Pool Company has completed closing the pool for the winter and the board has requested a list of pool repairs that are needed for 2017.
4. Flashing work is needed on 5 units. The average cost is \$1,500. Per unit. Major leaks were reported at units # 20/19.
5. Repairs to Units # 1 & 2: Once the bulkhead is completed, the work for units 1 & 2 must be the next order of business
6. The Board decided to retain the services of Harry Howe of Mad Design Group, Inc. since GMB was not able to meet the deadline of submitting a plan. GMB later submitted a proposal / drawing to install helical piers. (This solution was not recommended by Mad Engineering). A copy of Mad Engineering report was sent on 12/10/16.
7. Winterization Instructions to be posted on the website

## **Roofing Projects:**

The Board would also like to hire Mad Engineering to assist in designing a scope of work for replacement roofs at COV.

F.A. Taylor made a presentation to the Board by Mr. Frank Kelly and Matt Taylor. The company is licensed with every manufacturer in the country and has been in business since 1938. They noted that blown off shingles is not always an indication of leaks in the roof. F.A. Taylor provided a proposal with many options – the cost would be about \$231,780. Labor carries a 3 year warranty. Materials carries a 20/40 year warranty.

The board would like to receive 3 different quotes for metal roofs and for shingled roofs. (Steven Van Rees is chairing this roofing committee.)

Roof funding:

The Board discussed the following options for funding the roof project:

1. Special Assessment
2. Special Assessment as a partial & financing the remaining balance with a bank.
3. Bank Loan for a partial and other portion be funded by the long range savings account.

**Owners Concerns:**

A considerable amount of bulk trash is being placed by the dumpsters. The Board requested a notice be sent out to all unit owners calling for bulk trash pick-up instead of placing it near the dumpsters.

**Work Party:**

Scheduled for **Saturday April 29, 2016** and will include:

1. Power washing the Boardwalk
2. Planting new flowers
3. Cookout

NEXT GENERAL MEETING IS SATURDAY April 29, 2016  
11AM AT THE ART LEAGUE OF OCEAN CITY

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8AM AT THE ART LEAGUE OF OCEAN CITY.

**Respectfully submitted, James T Russell - Secretary/ Treasurer**