

Club Ocean Villas

Board Meeting Minutes

Saturday April 23, 2016

Officers and Directors Present: Mike Graves, Alan Hinde, Jim Russell, Phyllis Carl, Denny Zimmerman, Cynthia Brown Wooten, Joey Camacho, Perry Causer

Absent: Linda Hunt & Steven VanRees

Guest from Shore Management: Cindy Mooney

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

Minutes from the last meeting from January 9, 2016 were approved by board.

Legal Review: A settlement occurred for unit 8 which was bought by the mortgage company. COV association received \$3,900 in back dues and fees which were past due on the unit.

Financial Report:

Jim Russell distributed the March 31, 2016 reports prepared by Shore Management. It was noted that the long range savings account has an \$89,046 balance. The budget committee reviewed the detail transaction report for repairs and maintenance for the exterior buildings. Joey Camacho questioned the roof repairs of \$11,600 and gate repairs of \$2,700. Shore Management made reference to the area experiencing high winds causing damage to the roof shingles. The fence gate repairs have been a concern because it is the responsibility of the owners to maintain their gates. Replacement of a gate is only to be done if absolutely necessary. The board will need to review all gate expenditures before work is started.

Jim Russell presented the budget for the year starting July 1, 2016 to June 30, 2017. At this time, all dues and long range fees will remain the same with Dues at \$2,200 per year, Long Range fees at \$500 per year and Boat Slip fees at \$100 per year. The board approved the budget that was presented.

Bulkhead Update: Mike Graves and Jim Russell presented the proposal from RG Murphy Marine Construction. After many meetings with GMB Engineers and RG

Murphy & McGinty, the recommendation was to select RG Murphy for the project subject to adding an addendum specifying that the work must be performed per the engineers drawings provided by GMB. (Contract Attached) The actual contract was signed on May 12, 2016 and the work will take place between September 15 and October 15, 2016. It should be noted that GMB recommended RG Murphy & McGinty based on qualification and price. The final contract price is \$44,910. Note: We also have in place a signed contract with GMB for construction phase services for the bulkhead repair and consulting services for Unit 1's wall support at a total cost of \$3,200. (Copies attached)

Shore Management Report:

1. Building #2 had concrete replaced on the west side of building for the cost of \$1,800.
2. Asphalt in parking lot repaired by Driveway Maintenance at a cost of \$4,200.
3. The pool contract with Perfection for caulking and concrete will be completed within the week.
4. Some landscaping was completed with Red Stone in areas throughout the community.
5. Second floor flashing needs to start with repair work. The average cost for this per unit is \$1,500 and fence gates average around \$350.

Note: The board would like to set up a review of goals and procedures with Shore Management to address some other housekeeping needs. Among these items are:

a). Try to secure more than 1 quote for each project and, b). When replying to e-mails, use the "Reply to All" so the thread of e-mails stay consistent.

Long Range Projects:

New Roofs: Perry Causer will make the presentation in the General Meeting. The estimated cost to replace shingles for 8 buildings has a base price of \$144,000. This price does not include plywood if needed, spouting or gutters. (It was reported that about \$11,600 was spent on roof repairs in recent past). The board discussed funding the roof project via Special Assessment, Bank Loan, or a combination of the Reserve Account, Special Assessment and a bank loan. Shore Management recommended using a roof consultant and suggested that we might use Roof Options. The board also discussed having a professional Scope of Work prepared for the bidding process. Alan Hinde and Steve VanRees volunteered to seek out the best approach on selecting a roofing contractor.

Also discussed was repair or total replacement of the entire parking lot. The conclusion was that our current fees collected do not meet the needs of needed capital

improvement projects. For now, the plan is to keep day to day repairs on track and secure quotes from three contractors.

Election of Officers 2016-2017:

Below are the names of officers that were nominated and elected by board members of Club Ocean Villas for 2016 - 2017

President – Mike Graves

Vice-President – William Hinde

Secretary / Treasurer – James T Russell

Website

Website handout: Each unit will receive will receive in the mail one colorful sheet of paper noting the COV website address: www.cluboceanvillas1.org

NEXT GENERAL MEETING IS SATURDAY October 22, 2016
11AM AT THE ART LEAGUE OF OCEAN CITY

NEXT BOARD MEETING IS SATURDAY October 22, 2016
8AM AT THE ART LEAGUE OF OCEAN CITY.

Respectfully submitted, James T Russell - Secretary/ Treasurer