

Club Ocean Villas

Board Meeting Minutes

Saturday April 29, 2017

Officers and Directors Present: Mike Graves, Steve VanRees, Jim Russel, Phyllis Carl, Richard Zimmerman, Linda Hunt, Mike Sereikis and Cynthia Brown.

Absent: Joey Camacho, Perry Causer

This was the first meeting with having OC Real Estate in attendance. Mr. Eugene Jubber of OC Real Estate was introduced to the whole board of directors.

Minutes were approved from the March 18, 2017 board meeting.

A review was requested by Jim Russell to determine the percent of proxies and attending owners to conduct business in the general meeting the board agrees the amount needed per the by-laws is 25%

REVIEW THE FINANCIAL REPORTS AND PROPOSE BUDGET:

Jim Russell distributed the financial statement as of April 17, 2017 as prepared by Shore Management. This will be the last report from Shore Management as OC Real Estate takes over managing the property as of May 1, 2017. Jim also distributed a detail transaction report for Repairs and Maintenance of the building. In reviewing the report an expense of \$2000.00 was used to repair the stairs in one of unit owners without permission of the board. This prompted a discussion on a full review of Declaration as to common area that is the responsibility of the association. The proposed new budget increased the dues \$50.00 per year per unit with annual total of \$4000.00. The budget presented did not have the New Roofing project. OCR will be sending out a welcome letter along with a letter from our president making all the unit owners aware of the roof project planned for the fall of 2017.00 The Board and voted and approved the dues increase as presented by the treasurer.

BULKHEAD UPDATE: one piling needs to be moved because the slip in front on unit 14 is too narrow for the owner's boat to enter in safely. Murphy Construction was contracted to handle.

UNIT 1 REPAIRS:

The repairs are about 75% completed. One set back was the footers and the weather. Since the footers were determined to be secure, Harry Howe redesigned the divider wall. The

construction work is being done by Ocean Towers. The drawings called for expansion joints to be installed. This was missed by the contractor initially, however they remedied the situation with cutting in saw control joints. The owner will be using composite material for the hand rails and deck and will pay the difference from the contract.

ROOF REPLACEMENT: The Contract was awarded to F.A Taylor and Sons and the contracted amount is \$186,000.00. The gutters and down spouts will be contracted to Daily Construction for \$28,000.00. Mad Design Group was hired to provide General oversight to the whole project. The project is planned for the fall of 2017. The project will be financed through The Bank of Ocean City at 5.5% over 4 years. The board is planning on additional costs out of scope which will be paid out of the repairs and maintenance account or the long range account. We will have a construction loan once the project is completed which will be converted to term loan. The board approved offering a \$300.00 discount if the full amount due from each unit owner is paid before September 1, 2017. All monies collected in advance will be used to pay down the construction loan; therefore reducing the amount of the term loan and reducing the amount of the interest being charged to the association. The cost per unit is \$2986.00 less a savings of 311.00 if paid by September 1. We will also have a three month payment plan that will also offer the \$311.00 savings. **All payments must be paid in full by September 1, 2017 to receive the savings.**

PARKING LOT REPAIRS: Jim Russell will work with OCREM to find a contractor to repair some of the major pot holes in the parking lot. After the meeting it was determined the area between building 8 and 6 is in need of some major repairs. The board would like a complete estimate to repave the whole parking lot as possibly the next major project for the association. We will try to secure two quotes for the October meeting.

SMOKE DETECTORS: Jim Russell reported along with Mike Sereikis that the life expectancy of any smoke detector is 10 years. The board wants to make this aware to all the unit owners.

BIKE RACKS: Mike Sereikis presented to the board the possibly installing a community bike rack. The site proposed was the previous location for the recycling. Mike stated the rack would handle 20 bikes. The board requested Mike to conduct a survey from the unit owners if the need is relevant for the community & a report will be given at the next board meeting.

GROUND MAINTENANCE CONTRACTOR: Mike Graves, Denny Zimmerman and Jim Russell will work on a scope work for the position and have Eugene review also.

NOMINATION COMMITTEE: Steve VanRees presented the slate of Directors which will be voted on at the general meeting. These great folks are: Phyllis Carl, Linda Huntt, Joey Camacho and Mike Sereikis. If voted in, their term is for 3 years ending April 2020.

The Next Board Meeting will be Saturday October 21, 2017 and the Annual Meeting will be Saturday April 28, 2017. The meeting time will be 8am with general meeting at 11am.

The Location will be the Art League of Ocean City Maryland.

Respectfully Submitted,

James Russell

Secretary/ Treasurer