

Club Ocean Villas

Board Meeting Minutes

Saturday September 28, 2019

Officers and Directors Present: Mike Graves, Steve VanRees, Jim Russell, Phyllis Carl, Richard Zimmerman, Shirley Gorwick, Mike Sereikis, Joey Camacho and Perry Clauser

The Board has decided to be proactive and begin to enforce the compliance of rules concerning the correct paint color for window frames, slider frames and door color. The management company will be asked to make a list of unit owners that are not in compliance and e-mail these unit owners of the violation and enforce a deadline of January 1, 2020 to make necessary updates to be in compliance.

LANDSCAPING: The Board has established a new rule that trees and plants in the unit owner's courtyard cannot be any higher than the fence. Also, no climbing vines will be allowed on fences

GRILLS: Reminder to all unit owners that grills of any kind must be **20 FT** from the main building.

Sump Pumps / Water under the building: Jim Russell will seek the advice of Harry Howe on the best ways to address.

Dryer Ducts: The maintenance update of all dryer ducts is the responsibility of each unit owner. It is recommended that they be cleaned annually.

Boat Trailers, Commercial Trucks, and Oversized Trucks in Parking lot: A discussion was held to possibly NOT allow heavy vehicles to park in the parking lot in order to protect the new paving. Discussed options: Any vehicle with 4 wheels in the back would not be allowed. Any vehicle over 8000 lbs. would not be allowed. Jim R. is requesting guidance from the Management Company and Ocean City Government / City Hall.

Pool Repairs: Mike Graves discussed that the pool needs to be resurfaced, re-caulked, etc. Copy attached. Mike and Jim will secure other quotes for pool repairs. At the start of this season, the pool pump motor was replaced. The Board will make a decision on the resurfacing project at the October Board meeting. Jim stated that this expense would be paid

out of the Reserve / Replacement acct. Estimate cost for this is \$8,250. The Board also approved to remodel the shower area.

Vice Presidents Report by Steve VanRees: the Board is missing one board member with the resignation of John Cashour and 4 board members are up for re-election in April 2020. In the Annual Board Meeting, Mr. VanRees will distribute the Rule Making document for review. Copy Attached. Also being distributed at this meeting will be Architectural Owner Request & Parking Lot rules and guidelines for consideration and vote. (October Board Meeting)

Treasurer Report by Jim Russell: Jim distributed the financial statements as of August 31, 2019. Jim made reference to an e-mail sent August 11, 2019 addressing the year-end financials as of June 30, 2019. General Insurance costs for the year was \$74,036 or \$925.45 per unit. The Reserve Account balance as of June 30, 2019 was \$66,729. The roof bank loan balance was \$34,926. Repairs and Maintenance total was \$48,199 or \$602 per unit. Jim will be recommending to increase budget for repairs and maintenance for the Fiscal Year starting July 1, 2020.

Repairs for Unit 9 & 10: The Board approved to continue to move forward to repair the source of the leak in Unit 9, causing damage to Unit 10. Board members will make best effort to meet the unit owners of 9 & 10 prior to the General Meeting in October.

Ponding issues at Unit 58: Jerry's Paving will be called by Jim Russell. We will take photos to show the ponding to the contractor. Perry suggested an alternative solution which will be explored later in October.

Building Colors: A complete list of approved colors for the building, doors, decks and fences to be finalized and posted on the COV website. www.cluboceanvillas1.org

Unit 65: Requested permission to widen steps – waiting on drawings and scope of work from a licensed contractor.

Units 49 & 50: Down spouting issues have not been resolved. Management to redirect the issue and take actions to resolve.

Bulkhead: Management recommends a surveyor be retained. A proposal has been submitted by Russell T. Hammond Surveying LLC. Copy enclosed. Board to vote on this at October meeting. Jim has been trying to secure other quotes to date with no luck.

Crawl Space Insulation: We retained a contractor to inspect all buildings to assure all insulation is properly hung and secured under the buildings and that the entranceways are all closed up.

Reserve Study: Per the request of the President, Jim distributed a blank piece of paper to each Board member. They were asked to write down what they thought was the next big

project for COV. The list contained the following: Flashing, crawl spaces, fence painting and repairs, pool, lighting throughout the complex, Reserve Fund study (with respect to analysis as to estimated cost), siding, building maintenance, painting and siding, dryer vents – re-venting dryer hoses for lower units.

Respectfully Submitted,

James Russell

Secretary/ Treasurer