

# Club Ocean Villas

## General Meeting Minutes

**Saturday November 7, 2020 10 am – Carousel Hotel Ocean City**

**Officers and Directors Present:** Mike Graves, Steve VanRees, Jim Russell, Joey Camacho, Mike Sereikis & Shirley Gorwick. Also present – Connor Braniff (Braniff Mgmt.), Bob Baker (Baker & Associates) **Absent:** Perry Causer, Keith Ludka, John Bobel & Paul Richter

Conner Braniff - Roll Call taken and quorum was recorded.

Mike Graves welcomed new unit owners of Unit a#68. He presented to the new unit owners the rules and guidelines for our General Meetings. Due to owners concerns for time, each unit will be limited to 5 minutes. All unit owners present agreed and understood these guidelines

Minutes from the October 26, 2019 General Meeting were distributed and approved by the unit owners.

### **Management Report – Connor Braniff**

Connor discussed the winterization guidelines:

- Set Heat in units at 55% when not in use
- Turn water off at each unit's main shut off when not in use
- Leave Cabinetry open when not in use for moisture control
- Items in patio areas should be secured, removed or taken inside during winter
- For water heaters older than 10 years, it was recommended they be replaced
- Management company would like to have a key to everyone's unit in the event of an emergency
- Maryland condo law changed as of October 1, 2020. Each unit owner will be responsible for up to \$10,000 of damage caused by the unit owner before the master insurance policy for the association kicks in. Each unit owner was encouraged to increase the limits on your insurance policy

### **President's Report – Mike Graves**

Mike stated that he has been on the board for the last 14 years & noted some of the projects accomplished during that time including, New Roofs and New Parking Lot surfacing. The next major projects that we will need to address include:

- Address the conditions of all crawl spaces underneath the condos including plumbing, insulation, electrical, pipe / water leaks, & venting. Review and inspect the helix piers and all structure support beams
- Buildings Painted – Our buildings were painted between 7-8 years ago and will be needed to be painted within the next couple of years. We should also consider vinyl siding as an alternative to painting. Currently our buildings are 37 years old and have had not estimates for siding at this time. We are in the process of hiring Mad Engineering to review this project.

### **Vice President's Report – Steven Van Rees**

Steve spoke about the importance of the Reserve Study. Club Ocean Villas has had two Reserve Studies done by Criterium Harbor Engineers dated February 26, 2020. The mission of the study is to make an assessment of what major projects should be planned so that the appropriate funding can also be planned. The study makes recommendations on funding options; such as a special assessment or increasing annual dues. The crawl space project is an example of a major project. A request was made to upload the Reserve Study onto our website. These Reserve Studies bring added value to our community by planning ahead.

### **Treasurers Report – Jim Russell**

- Jim provided copies of the Financial Statements as of October 31, 2020 which represents 4 months of the current year
- The year-end audit of June 30, 2020 is still in the process with our accountants. Once completed, this report will also be placed on our website
- Jim reported that our current cash balance is \$136,247. More specifically - Our Operating **Account** balance is \$22,346, our **Reserve Account** balance is \$100,608 & our **Boat Slip Account** balance is \$9,050.
- Collections: We currently have 1 unit in the legal collection process. 5 units are 60 days delinquent on dues
- The association paid off the remaining balance of the Roof loan to save on the interest expense. Currently 15 units remain current on their loan payment.

### **Election of Board of Directors:**

**Connor Braniff** announced the slate of Directors on the Board that are up for election. Shirley Gorwick, Paul Richter, Joey Camacho, John Bobel & Mike Sereikis. A motion was made by Unit #77 to accept the slate as presented, as was seconded by unit #14.

**Committee Recruitment** – Mike Graves presented the importance of volunteering on specific committees. Units 20, 68 & 14 all volunteered and Mike stated that we will form committees prior to the next Board meeting.

## New Business & Miscellaneous

- Unit #66 Stated concerns at the last meeting about the management company not responding to e-mails concerning the “fish smell” as you enter her unit. Unit 66 also requested an update on the venting in building #7. Mike graves responded by saying that we need to find out how all buildings are vented as there are concerns about moisture control within all units... Mike Graves stated that the proposal from Mad Engineering is in the process of moving forward with a full inspection of all buildings.
- Doors and sliders are the owners’ responsibility. An architectural committee has been formed with Perry Causer as the Chair.
- All fence maintenance and repairs are the responsibility of each unit owner
- A request was made to have an Approved Contractor vendor list uploaded to the website.
- Some unit owners would like to be able to paint the large divider walls. It was pointed out that maintenance and upkeep would be a challenge. This request will be addressed at the next Board meeting.
- Unit #70 stated that the “speeding” cars in the parking lot has become a huge problem for safety. It was pointed out that most of the folks who are speeding are renters and not owners. The Board has been requested to put bigger and higher bumpers at the entrance of the parking lot.
- A unit owner questioned how to handle noise from an upper unit. Braniff stated that the noise rules & guidelines for: **Before 7am and After 10 pm** must be loud enough to hear from 100 feet away. It was recommended for the unit owner talk to the offending unit owner about their noise concerns.
- Unit #10 presented photos of the damage to their unit caused by water damage from the upper unit #9. They have been trying to come to a solution with the association for over 1 ½ years. The unit owners stated they did not have full use of their unit due to construction. Unit 10 also stated that Marlin Restorations is not properly licensed. (Noted: The association does have a copy of Marlin Restoration’s license and insurance.) Unit 10 also stated that they are not happy with our management company. Unit 10 also stated that they have paid 2 engineers to provide what has not been done to code within their unit. They are requesting the association to remedy the situation because they still have moisture problems. During this past week, unit 10 did report moisture problems within their unit to Braniff Management. They have also requested that Braniff not enter their unit until they can be there in person. Braniff classified Unit 10’s most recent call concerning their moisture problems as an “urgent matter’ based on past history concerning this. Unit 10 expressed concerns that their unit was entered by Braniff Mgmt. & OC policeman because the lock needed to be drilled to enter since no key was provided. Unit 10 is of the opinion that building codes and manufacturing guidelines were not followed.

- Mike Graves's response to Unit 10 – The Board of Directors acted in the best interest of the association and of both unit owners. We acted in accordance to By-laws by hiring reputable engineers. The final project was approved by the Ocean City inspector. COV officers and Braniff met several times with Unit 10, the Chief Inspector and Multiple contractors.
- Unit #28 – (owner for over 16 years), commented that they would like to see the large berry tree be cut down to a reasonable size. Board will review the By-laws concerning this request.
- A suggestion was made to install security cameras to cover the entire complex
- Unit #76 has concerns about the helix piers under each building – and also expressed concerns about contractors leaving tools, paint brushes and cans laying around.

Mike Graves announced that unit #79 Mr. Harrison has filed a complaint in court concerning the roof project.

Mike Graves thanked everyone for coming and the meeting was adjourned

**Next General Meeting – Saturday April 24, 2021 @ 11am at the Carousel Hotel**

**COV Website: [www.cluboceanvillas1.org](http://www.cluboceanvillas1.org)**

Respectfully Submitted,

James Russell

Secretary/ Treasurer