

Club Ocean Villas

General Meeting Minutes

Saturday April 24, 2021 10 am – Carousel Hotel Ocean City

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

Conner Braniff - Roll Call taken - 43 owners including proxies and quorum was reached.

Minutes from the November 7, 2020 General Meeting were approved.

Mike Graves welcomed new unit owners Unit 57 – Jeffrey and Sharon Raber, Unit 30 – Vito and Heather Tinelli, Unit 2 - Laura McCoy & Unit 15 – Sean and Tammy Feeley.

Due to owners concerns for time, each unit will be limited to 5 minutes. All unit owners present agreed and understood these guidelines

Election of Board of Directors:

Connor Braniff announced the slate of Directors on the Board that are up for election.

Perry Causer & Keith Ludka were up for re-election and Phil Vecchioni offered his name as a potential Board member for election. Ballots were handed out to all present, then collected and were counted by Connor Braniff, Robert Arseneau, and Terry McIntyre. After the count, Perry Causer, Keith Ludka were elected to the Board. (Note: Mike Sereikis asked that in the future, all names of potential new Board members be requested prior to General meeting so that those names could be officially added to the ballot.)

Treasurers Financial Report – Jim Russell

Jim Russell handed out the financial statements for the period ending March 31, 2021 to all unit owners. He reported that we are very close adhering to that budget thus far:

Total cash balance breakdown:

- Operating Account - \$72,039
- Reserve Account - \$90,802
- Boat Slip Account - \$9,053

The Budget for the period July 1, 2021 – June 30, 2022 was distributed to all owners present. The operating budget was increased \$100 per year / per unit owner. The Reserve / Long Range account was increased \$150 per year / per unit owner. The annual dues amount will be \$3,200 per unit / per year going forward.

Collection of dues in a timely fashion continues to be a struggle. Currently one unit owner is collections with the association attorney.

Note: President Mike Graves brought to everyone's attention that the parking lot was refurbished with all parking spaces being re-striped &, a new pedestrian walkway section to provide a safe thoroughway for all owners and children. The Board is also looking into new road bumps in an effort to slow traffic down as cars enter and drive through the complex.

Management Report – Connor Braniff

Connor reiterated that Baker and Associates handles all dues collection and financial duties while Braniff Management Co handles all the day to day management of COV. He also reminded everyone that they DO NOT provided Lock out Service for unit owners. Some other helpful reminders from Connor:

- Turn water off at each unit's main shut off when not in use
- Water heaters that are over 10 years old should be considered for replacement
- Water lines for dishwashers and refrigerators should be made of 1st grade stainless steel to help prevent bursting or other issues.
- Make sure to properly maintain your HVAC unit yearly - have professionally serviced and clean condensation lines at least every other year.
- Leave Cabinetry open when not in use for moisture control
- Periodically check toilets for looseness to prevent leakage and water damage.
- Connor reminded everyone that the maintenance and repairs of fences and gates are the responsibility of each unit owner. There have been some damaged fences and gates due to high winds in OC this past year and it is the responsibility of the owners, not the association to repair these. Connor mentioned that there is a preferred vendor (contractor) list that can be accessed on the COV website. www.cluboceanvillas1.org

President Mike Graves asked that all Board members stand up and introduce themselves to the group. He thanked all for their service since this is a 100% volunteer group.

Awning Presentation:

The Board approved the installation of Awnings to be added for those who wish for Upper units only at this time.

Architectural Committee Report:

The installation of the awnings are subject to the following guidelines.

- Awning cannot be attached to the roof in any way – no exceptions.
- All awnings must the same color for the material and mechanical portions
- All awnings must be motorized
- All electrical lines must be GFI rated and hidden and installed according to the code of Ocean City MD
- Weight of awning cannot exceed 70 lbs. for upper units
- Awnings must be automatically retractable in high wind conditions
- Color approved is Natural Linen #7952 Sun Setter woven Acrylic design
- Company name is Coastal Sunrooms - contact person – Dave Goodman
- Upper unit length not to exceed 10' - extend to limited 9'1".

Upcoming major projects: Crawl Space Project

Mike Graves introduced Board member John Bobel. (He along with Board member Paul Richter are heading up the Crawl space upgrades and repairs committee.)

Engineering companies are being sought out for estimates on this project. Madd Engineering has submitted an initial report which will be posted on the COV website. The estimates should include repairs to the floor trusses, the potential need for adding water removing pumps, securing all the electrical lines off the ground, & possible installation of LED lights in the crawl space area. Another issue is to address the swampy smell coming up to the lower units through possible addition of plastic ground coating, fans and dehumidifiers.

Parking Lot Rules – presented by Steven Van Rees.

New rules concerning the size of commercial and large trucks allowed in the parking lot were discussed thoroughly with many owners offering their opinions on the size of trucks which should and should not be allowed to park in complex. These rules are designed to control extremely large trucks and commercial & box trucks from damaging the newly paved asphalt in the complex. After much discussion, it was decided that no vehicles will be allowed to park in the complex with a curb weight of OVER 12,000 lbs.

Board member Shirley Gorwick announced that she would be doing to planting and beatification in the front lawn and garden area near 120th St. She welcomed any assistance in this endeavor.

Pool Update:

- Perfection Pool will be doing a complete resurfacing of the pool in either the fall or 2021 or spring of 2022
- Pool will not have cameras in the pool area this summer
- No furniture will be provided in the pool area
- Recommended that we continue to follow the CDC guidelines concerning social distancing, although a little less formal than last year
- Pool will be open from Memorial Day Weekend through September 26, 2021 this year
- Connor to send out official pool guidelines by Memorial Day & will be posted in the pool area

Miscellaneous Owner Discussion of Concerns:

- Speed bumps need to be higher than current ones
- Look into providing Autopay for dues to Baker and Associates – any additional fees associated with this would be paid by the unit owner
- The grassy area along 120th street is in need of upgrade or beatification – problem is that landscaping companies do not want to provide service for such a small area. Possible suggestion was drought tolerant grass.
- Many slider doors and screens are having issues due to age. Replacement on older sliders should be considered or at the very least, new rollers and lubrication
- Unit owner asked about possible boat slip rental
- Unit owner announced that they thought the refrigerant was taken (stolen) from his HVAC unit and that owners should have their units checked.
- Electrical panels are also at their end of life expectancy (Breakers can get corroded and be hazard). It was suggested that all older panels be checked by a licensed electrician. It was suggested by a unit owner that the association should hire someone to check all units' electrical panels.
- Unit owner asked about the possible installation of a tankless water heater. It was mentioned that to do this, the electrical panel would most likely need to be upgraded to accommodate this.
- Question concerning the top floor owners: Are they responsible for replacing their upper deck drains and downspouts?

- Unit 10 stated that they continue to have water coming into their unit. An Adjuster for Staples Insurance Agency came out on Friday April 23, 2021 to assess the condo. The Association is still waiting for the report from Staples Insurance. Unit 10 owners continue to state that they have been unable to use their unit for about 2 years due to problems.

Action Items:

- **From Craig Morris, siding still needs to be replaced, repaired or painted. Braniff Management to follow up**
- **Jeff Carroll suggested that all units AC electrical boxes should be inspected**
- **Craig Morris to provide an estimate on fixing the weed in lawn area at 120th St.**
- **Pool to Open on May 29, 2021**
- **Parking rules to be amended to reflect the 12,000 lb. curb weight limit**
- **Perfection Pool will continue to maintain pool**
- **Second floor decking: Before a lower unit can install a rain barrier they must first seek permission from the upper unit pertaining to the water run-off and design**
- **Unit 56 – inside window has water damage to framing and needs replacement. The owner stated that she has been waiting for 4 months on the association to do the necessary framing repairs – so that their contractor can go ahead with the install of a new window. – Braniff management stated that the windows in the unit are the original windows and have not been properly maintained. Board member John Bobel volunteered to work with the unit owner to figure out a way to move forward with the repairs, and who will be paying for these repairs**

Mike Graves thanked everyone for coming and the meeting was adjourned

Next General Meeting – Saturday October 23, 2021 @ 10 am - Carousel Hotel

Next Board Meeting - Saturday October 23, 2021 @ 8 am – Carousel Hotel

COV Website: www.cluboceanvillas1.org

Respectfully Submitted,

James Russell

Secretary/ Treasurer

