

Casa Del Sol

DRAFT Minutes of the Board of Directors Meeting

August 24, 2011

Casa Del Sol Webpage: <http://www.casadelsol-ocmd.com>

Joe Sheare called the meeting to order at 8:04 p.m. via conference call.

Participants: Joe Sheare, Lou Napoli, John Foulkes, Mike Bufano, Tom Bell, Anne Giannelli, and Igor Conev (Mann Properties).

Board Members Absent: James McDonald.

1. Reading and Approval of the Draft Minutes of the CDS Board Meeting of 7-27-11. A motion to approve the draft minutes of the CDS Board Meeting of 7-27-11 was made by Anne Giannelli and seconded by John Foulkes. The motion passed unanimously.

2. Financial Review: Mike Bufano reviewed the financial information.

a. Checking (1012)	\$ 65,741
b. Future Capital Improvement Fund (1080)	\$ 30,798
c. Assessments Receivable	
i. Condo Fees (1310)	\$ 3,904
d. Accounts Payable (3010)	\$ 1,045

Regarding the late condominium fees, Mike agreed to contact the one unit owner who is 2 payments delinquent. For the benefit of the Board members, Igor Conev (Mann Properties) reiterated the process that is used when payments in arrears are turned over for collection. Mike also confirmed the bills paid by the association since 7-27-11 as shown below:

Bills Paid since 7-27-11:

08/01/11 AP0000 1214	120.00	D & B PLUMBING HEAT TAPES
08/01/11 AP0000 1215	138.35	DELMARVA POWER 2144 1799 9999
08/01/11 AP0000 1216	98.02	FIRE PROTECTIVE SERVICES ANNUAL INSPECTION
08/01/11 AP0000 1217	1,054.50	MANN PROPERTIES, INC. MANAGEMENT FEE 8/11
08/01/11 AP0000 1218	5,032.00	SELECTIVE INSURANCE-FLOOD FLD1123479
08/18/11 AP0000 1219	1,963.68	BEACH BROTHERS, INC. JUNE 2011 MAINT
08/18/11 AP0000 1220	142.50	D & B PLUMBING #676 REPAIR DUCTWORK
08/18/11 AP0000 1221	548.12	MANN PROPERTIES, INC. ADM COSTS

3. Business of the Condominium:

a. Carport Repair and Repainting Update. Igor Conev (Mann Properties) reported that 4 bids have been received regarding the carport repair and repainting project. After a review of the bids and subsequent discussion, further review of the bids is required and a decision on proceeding will be made at the September Board meeting.

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b. Replacement of Damaged Car Tire Stops – Joe/Igor. As report in the July Board meeting minutes, Joe and John identified 23 damaged car tire stops in need of replacement within the next 2 years, with 12 in very bad shape requiring immediate replacement. Igor Conev (Mann Properties) reported that 2 bids were received, and Mike Bufano reported, confirmed by Igor, that there is a line item in the current budget to cover this expense. Tom Bell made a motion to accept the low bidding offeror, which would replace the 12 worst tire stops, with the stipulation that the bid be re-priced to remove the insertion of rebar in the stops. The motion was seconded by Anne Giannelli, and passed unanimously.

c. Rules and Regulations Review - Joe. At the July Board meeting, the Board voted to add a 10th rule to the current Rules Violations Procedures, to modify existing rules #7 and #9, and to review and revise the Violation Form. Regarding the modification effort, Mike Bufano reported that he formed a committee to review his initial drafts, and CJ Brzezinski (owner of unit 658) has agreed to review Mike's effort and submit it to the Board for review. The results of the review will be discussed at the September Board meeting.

Presented here again is the new rule #10 regarding the banning of charcoal and wood burning stoves from Casa Del Sol property:

“All charcoal and wood burning stoves, grills, smokers, hibachis, etc., are banned from Casa Del Sol property, and any owner in violation will be fined a minimum of \$250.”

4. New Business.

a. Raccoons Again – Joe. Due to the recent receipt by the Board from a unit owner regarding the removal of raccoons from unit owners' premises, the Board acknowledged that on 3 separate occasions this year, it posted policy, procedures, and related information regarding the raccoon situation. The Board members agreed that it would be prudent to cite these instances in these minutes, and they are listed below:

i. The following statement was posted in the minutes of the March 16, 2011 Board meeting:

“Any unit owner who wants his/her unit inspected and do not wish to do it themselves can hire Charles or a contractor of their choice. These inspections and any subsequent work that may come from the inspection are the financial responsibility of the unit owners not the CDS association. Note that some homeowner policies may cover repairs resulting from wild animals.

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Further note: It is the responsibility of individual unit owners to protect their property from animal infestation. The CDS Board of Directors strongly urges every unit to consider having its chases screened and foamed to close the openings. Raccoons are very destructive animals that can be aggressive and often carry diseases."

ii. An email was drafted by Anne Giannelli on March 15, 2011 and subsequently sent to several unit owners who were experiencing problems:

"It is the responsibility of the individual owners to safeguard their units.

Suggestions

- 1. Please make anyone using your unit aware of our raccoon alert. Call Animal Control ([410-723-6602](tel:410-723-6602)) if there is any evidence of Rocky & friends. This number is the O.C. Police who will forward the message to the Animal Control officer on duty. These officers work 10-hour days & are on call for emergencies.*
- 2. As soon as possible, for the safety of everyone, have the unit chase secured. Beach Brothers (Charles Kinelski, [215-264-5908](tel:215-264-5908)) have closed off a number of chases already if you're interested & if you want them to check your attic.*
- 3. Until the chase is secured, a preventive measure is to put mothballs into socks. Both items can be purchased at Roses. Tie off socks. Place them inside the shed near the chase, on balconies, by the access door under the deck, in the attic, & on the soffits. Replace mothballs periodically.*
- 4. Raccoons will stay away from lights & noise. The attic is too light during the day which may be why Rocky tried digging out the insulation & wood shavings under the old roof in 622. Leave a radio on loud in the 3rd floor bedrooms.*
- 5. Owners need to follow-up any work that is done under their units. Workmen (plumbers, electricians, etc.) who go under the units may disturb the chase closure without realizing that they need to replace any thing they moved/removed.*
- 6. When throwing away food trash, be sure to use the dumpsters with lids because according to Animal Control, Ocean City raccoons dumpster all day long. They are not nocturnal animals because of the availability of food.*
- 7. If you have received the raccoon alerts via the regular mail & you have an email address, please send it to Igor Conev (Igor@ocmannproperties.com) so we can alert you ASAP with developments."*

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iii. The following is an excerpt from the minutes of the May 21, 2011 CDS Annual Association meeting:

“Any unit owner believing there is a raccoon infestation should call Ocean City Animal Control at 410-723-6602.”

b. Condominium Insurance – John/Igor. At the July Board meeting, Igor Conev (Mann Properties) reminded the Board that the annual condominium insurance premium is due by the end of August, and it is expected to be in the \$40,000 - \$45,000 range. John Foulkes reminded the Board of Igor’s email on August 23 which contained the premium bill from HK&T Insurance Company of \$39,706, which is about \$200 less than the premium paid for the expiring coverage, and which contains a few more enhancements. A motion was made by John Foulkes to pay this premium, seconded by Tom Bell, and passed unanimously.

5. Old Business: None.

6. Committee Reports: None.

7. Violations: None reported.

8. Adjournment. Having no further business, the meeting was adjourned at 9:17pm.

9. NEXT CDS BOD MEETING (NOTE THE CHANGE IN THE DAY OF THE WEEK): –
Thursday, September 22, 2011, at 8pm, via teleconference.