

Casa Del Sol

Minutes of the Board of Directors Meeting

October 25, 2012

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

Joe Sheare called the meeting to order at 8:01 p.m. via conference call.

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

Board Members Absent: Lou Napoli and Bob Surette.

1. Reading and Approval of the Draft Minutes of the CDS Board Meeting of 09-20-12. *A motion to approve the draft minutes of the CDS Board Meeting of 09-20-12 was made by John Foulkes and seconded by Joe Sheare, and passed with one vote opposed.*

2. Financial Review: Igor Conev reviewed the financial information, which was current as of October 19, 2012.

a. Checking (1012)	\$ 40,552
b. Future Capital Improvement Fund (1080)	\$ 96,964
c. Assessments Receivable	
i. Condo Fees (1310)	\$ 14,204
d. Accounts Payable (3010)	\$ 0

With respect to the condo fees in arrears, Igor pointed out that the amount shown above is based on checks received as of a week ago, and said he would email the Board an updated summary. However, one unit owner is now in arrears for the past 3 quarters, and the collection process was recently started. Igor stated that he has not yet heard from the unit owner regarding this issue.

Igor also confirmed the bills paid by the association since 09-14-12 as shown below:

Bills Paid since 09-14-12:

09/18/12	AP2400	1294	15,407.50	CASA DEL SOL CONDO ASSOC. 3RD QTR RESERVE TRANSFER
10/01/12	AP2407	1295	1,798.14	BEACH BROTHERS, INC. SUPPLIES
10/01/12	AP2407	1296	156.95	DELMARVA POWER 2113 2499 9997
10/01/12	AP2407	1297	412.70	Ed Patchett, Inc DOCK OUTLETS
10/01/12	AP2407	1298	1,054.50	MANN PROPERTIES, INC. MANAGEMENT FEE 10/12

Casa Del Sol
DRAFT Minutes of the Board of Directors Meeting
October 25, 2012

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

3. Business of the Condominium:

a. Car Stops. Joe Sheare reported that on Saturday, October 20, a work party replaced 19 damaged cement car stops with replacement stops provided by Bob Surrette. In addition, due to the discovery of erosion on the western end of the 600-building boardwalk, several of the replaced car stops were crumbled and, with the purchase of 10 bags of gravel from the local hardware store, used as fill for the erosion. The Board wishes to extend a heartfelt thanks to all those who helped with this work party: Mike Amodei (640); C.J. Brzezinski (658); John Foulkes (716); Anne Giannelli (622); Gene and Pat Miesse (770C); Joe Pasqualine (662); Joe and Robin Sheare (710); Bob Siskind (644); R. Curt Smith (620); Bob Surrette (718); and Kris Wolf (770D).

Extra thanks go to Robin Sheare for posting a slide show on the Casa Del Sol web site of the work party in action!

b. Draft 2013 Budget. The discussion centered on how to determine a balance between the operating and capital improvement accounts. Mike Bufano reiterated his belief, given at the September Board meeting, that the Board consider those capital improvement projects with less than 20 years remaining life; determine which of those the association should focus on, and then build the 2013 budget around them. Mike further suggested that the Board build an initial list and spend the next 2 months discussing and refining it, with the goal of having a position ready to support approval of the 2013 budget. *Mike Bufano then made a motion that the following items be considered for building the capital improvements portion of the budget: the bulkheads; parking lot repaving; backside decks; fire alarm system; and caulking. After the motion was made, further discussing included consideration of breaking up the bulkhead work into smaller pieces (decking, finger piers, balconies), and that we may want to create subcommittees to further examine and refine each project. The motion was seconded by Joe Sheare, and passed unanimously.*

Mike added that based on this motion and the best information available, the result would be a 5.4% increase of the association dues, with the increase going to the capital improvement account.

Casa Del Sol

DRAFT Minutes of the Board of Directors Meeting

October 25, 2012

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A final discussion concerned the desire of some unit owners to renovate their balconies themselves. Igor stated that construction permits and safety inspections would be required. The following links provide the necessary information:

<http://oceancitymd.gov/Engineering/constructionpermits.html>

<http://oceancitymd.gov/Engineering/safetyinspection-checklist.html>

c. Canal-Side Ladder Replacement. The Board discussed whether it would move forward with the replacement of the canal-side ladders. The issues discussed included whether the current wooden ladders should be replaced with new wooden ladders or with new aluminum ladders (a sample of which is located at Mike Bufano's unit); and whether all the ladders should be replaced at the same time or on an as-needed basis. It was noted that the price quoted for the bulk purchase of the aluminum ladders from Dock Accents was good for 1 year and would most likely increase if a decision on them were delayed beyond that time. Igor commented that the deteriorating state of many of the ladders is a potential safety issue, and thus a liability issue for the association. Discussion on where and how to budget for this also ensued. After some additional discussion, Joe Sheare decided not to go forward with a decision at this time.

4. New Business.

a. Prioritized Project Improvement List. Per the minutes of the September Board meeting, John Foulkes developed an initial list of maintenance and repair projects (to include capital improvement projects) that would be expected during the next 2-3 years. No attempt was made to prioritize the projects at this point. The asterisked items are currently on the capital improvement projects list.

- *Remove and replace old ladders with new ladders;*
- *Procure new street address signage for each of the 3 buildings, and inspect, repair, replace auxiliary signs (Tow Zone, Bulk pick-up, etc.);*
- **Fire Alarm System upgrade;*
- **Milling; repaving; repainting of the parking lots;*
- *Replace damaged/rotted boards; power washing, staining of canal-side decks, boardwalk, finger piers;*
- **Caulking*

The next step would be for the Board to further refine and prioritize this list.

Casa Del Sol
DRAFT Minutes of the Board of Directors Meeting
October 25, 2012

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

5. Old Business: None.

6. Committee Reports: None.

7. Violations: None.

8. Adjournment. Having no further business, the meeting was adjourned at 9:21pm.

9. NEXT CDS BOD MEETING (Proposed) – *Thursday, November 29, 2012, at 8pm via conference call.*