

Casa Del Sol
Minutes of the Board of Directors Meeting
November 29, 2012

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

Joe Sheare called the meeting to order at 8:02 p.m. via conference call.

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

Board Members Absent: None.

1. Reading and Approval of the Draft Minutes of the CDS Board Meeting of 10-25-12. *A motion to approve the draft minutes of the CDS Board Meeting of 10-25-12 was made by Tom Bell and seconded by John Foulkes, and passed unanimously.*

2. Financial Review: Mike Bufano reviewed the financial information, which was current as of November 26, 2012.

a. Checking (1012)	\$ 44,655
b. Future Capital Improvement Fund (1080)	\$ 96,982
c. Assessments Receivable	
i. Condo Fees (1310)	\$ 5,232
d. Accounts Payable (3010)	\$ 0

Mike also confirmed the bills paid by the association since 10-25-12 as shown below:

Bills Paid since 10-25-12:

11/01/12	AP2426	1299	2,645.00	APM TERMITE & PEST MGMT. 20042
11/01/12	AP2426	1300	36.99	JOSEPH & ROBIN SHEARE 10 BAGS OF PEBBLES & STON
11/01/12	AP2426	1301	150.81	DELMARVA POWER 2114 0689 9990
11/01/12	AP2426	1302	2,023.26	MANN PROPERTIES, INC. ADMIN FEES

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3. Business of the Condominium:

a. 2013 Budget. The draft 2013 association budget was reviewed. Mike Bufano reported that several of the individual line items in the operating budget were adjusted compared with 2012; however the overall operating budget projected for 2013 is the same as it was for 2012. Based on a motion approved at the October Board meeting, there will be a 5.4% increase in the annual dues, with this increase going to the capital improvement account. The increase would result in a new quarterly fee of \$787.87. It was agreed to "round" this number to \$790, and the draft budget was amended slightly to account for this. This results in an actual increase of 5.7%. *A motion was made by Tom Bell to accept the draft budget as amended, seconded by Bob Surrette. The motion passed unanimously.*

b. Canal-Side Ladder Replacement. The Board continued the discussion started at the October Board meeting regarding the replacement of the canal-side ladders. The issues involve whether the current wooden ladders should be replaced with new wooden ladders or with new aluminum ladders and whether all the ladders should be replaced at the same time or on an as-needed basis. After some discussion, *Lou Napoli made a motion that the association replace the wooden ladders with aluminum ladders (a prototype, purchased from Dock Accents, is located at Mike Bufano's unit). The motion was seconded by Bob Surrette, and passed with two Board members opposed.* Regarding the purchase quantity decision, Igor Conev stated that there should be sufficient surplus at year's end in the 2012 operating budget to cover the cost of purchase and installation; however it was decided to wait until the end of December to determine exactly what this surplus is before proceeding with a quantity buy.

c. Update on Repairs Made due to Hurricane Sandy. Joe Sheare reported that all needed repairs to the common areas caused by Hurricane sandy have been completed. The listing of these repairs is shown below:

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- East end fence repaired
- Finger Pier (FP) behind units 634-636 - 9 boards replaced and steps rebuilt
- FP behind 622-624 - Reinforced
- FP behind 638-640 - 2 boards replaced
- FP behind 642-644 - 1 board replaced
- FP behind 646-648 - 1 board replaced
- FP behind 654-656 - 1 board replaced
- FP behind 658-660 - 1 board replaced
- FP behind 674 - 7 boards replaced
- FP behind 700-702 - 3 boards replaced
- FP behind 728-730 - 1 board replaced
- Lift behind 770A - Broken I beam and supports replaced
- FP behind 770A-B - 3 boards replaced
- FP behind 770C-D - 6 boards replaced

4. New Business:

a. **New Reserve Study.** *Mike Bufano made a motion that the association fund a new capital reserve study in 2013. This new study would be a refinement of the current study and include specific items and options deemed necessary and relevant. The motion was seconded by Joe Sheare, and passed unanimously.* Igor Conev will get an estimate from MAD Engineering on the cost of a new study.

b. **Next Board Meeting.** *Joe Sheare made a motion to cancel the December, 2012 Board meeting and schedule the next meeting for the third Thursday in January, 2013. The motion was seconded by Tom Bell, and passed unanimously.*

5. Old Business:

a. **Raccoon Committee Report.** At the September Board meeting, a motion was passed in which all unit owners cited in the report effect repairs by November 30, 2012; otherwise, repairs will be made by the association and charges billed to the owners(s). Igor Conev will check with Charles Kinelski (Beach Brothers) to verify any owner-made corrections.

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6. Committee Reports: None.

7. Violations: None.

8. Adjournment. Having no further business, the meeting was adjourned at 8:47pm.

9. NEXT CDS BOD MEETING – *Thursday, January 17, 2013, at 8pm via conference call. THERE WILL BE NO MEETING IN DECEMBER, 2012.*