

Casa Del Sol
DRAFT Minutes of the Board of Directors Meeting
March 14, 2013

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, Lou Napoli, Mike Bufano, Lou Napoli, Bob Surrette, and Igor Conev (Mann Properties).

Board Members Absent: John Foulkes, Anne Giannelli.

1. Reading and Approval of the Draft Minutes of the CDS Board Meeting of 01-17-13. *A motion to approve the draft minutes of the CDS Board Meeting of 01-17-13 was made by Tom Bell and seconded by Bob Surrette, and passed.*

2. Financial Review: Mike Bufano reviewed the financial information, which was current as of March 12, 2013.

a. Checking (1012)	\$ 64,571
b. Future Capital Improvement Fund (1080)	\$ 112,452
c. Assessments Receivable	
i. Condo Fees (1310)	\$ 5,402.50
d. Accounts Payable (3010)	\$ 0

Four unit owners are in arrears of the condominium dues, totaling \$5,402.50. Mike indicated there is a high likelihood that payment would be forthcoming from the 4 owners. Three owners are only one payment in arrears, and one is under a lien. The Board requested that Igor Conev (Mann Properties) arrange for a title search so that the Board would have additional insight into this owner's financial situation.

3. Business of the Condominium:

a. Canal-Side Ladder Replacement. Thirty two new aluminum ladders were purchased on March 4 for a total of \$5,946.44, including shipping charges. The ladders are scheduled to be delivered to Charles Kinelski's unit by April 1st and will be stored there until installation. The removal of the existing wooden ladders and installation of the new ladders will begin in April, depending on the weather.

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4. New Business:

a. Cash Reserve Study. The Board has been discussing the need for an updated and more specific Capital Reserve Study and planned on identifying the elements that are needed to more accurately determine the true costs of each project. Joe Sheare presented an initial working document to begin the process of breaking down the previous study into more specifics and greater details. The Board discussed the list and decided that each member needed time to read it and either add to it and/or refine it before sending it out for professional study. The list is provided below.

- *"Real Life" estimates of costs.*
- *Projections of costs based on time and on more than one type of product. For example, the common deck replacement projection should be given for two separate products, one made of composite/synthetic materials vs. pressure treated wood.*
- *The study should have more breakdowns such as:*
 1. *Bulkhead and differentiated materials.*
 2. *Common Deck Walkway and differentiated materials.*
 3. *Finger Peers and differentiated materials with New Posts.*
 4. *Finger Peers and differentiated materials without New Posts.*
 5. *Fire Alarm – Whole System*
 6. *Fire Alarm – Just Box, or just Bells, or just Wiring or combinations.*
 7. *Replacement of the East and West-side fences and differentiated materials.*
 8. *Creating a Garbage Container solution to minimize truck damage to containers, damage to the fences, and protection from wind and storms.*
 9. *Rear Decks repaired/replaced with which material – composite or pressure treated?*
 10. *Sealing all rear common and individual unit decks.*
 11. *Repair/replace side walkway gates and differentiated materials.*
 12. *Replacing Heat Tapes?*
 13. *Replacing Exterior Lighting?*
 14. *Carport Repainting – How often?*
 15. *Carport Cubby hardware replacement?*
- *How will we know when a parking lot needs replacement verses repair?*

Mike Bufano raised the issue of investing the money accumulating in the cash reserve. We are limited by Maryland Condominium Laws as to what kind of investments can be legally made. Igor Conev will get the current rates on the available options.

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b. Damage Report from the March 1 Nor'easter. Joe Sheare provided an update on the Nor'easter that hit Ocean City on March 1st. Based on information from Charles Kinelski, the canal-side of the eastern end of the 600-building had siding and fascia damage and loss of roof shingles. Also, the picket fence constructed by the Foulkes' and Sheare's 2 years ago was damaged as was the white plastic fence. One of the large garbage cans was blown away from the 770-building parking lot and most likely as sunk in Assawoman Bay. Charles examined the remainder of the building areas and said he did not believe any of the windows and sliders were damaged. The storm was reported to have gusts of up to 94 miles per hour, and so our decision to install windows and sliders to handle up to 110 miles per hour was indeed a good one. Walt Smelter has been contacted to assess and fix any damage done. Tom Bell reported that the rear docks and common boardwalk survived the storm, but there was a great deal of sea grasses and debris.

c. 2013 Annual Meeting- The 2013 Annual Association meeting is scheduled for Saturday, May 18, at 10:00am, at the Blue Ox Restaurant. The Board is in the process of assembling the agenda. Two Board positions (held by Tom Bell and Anne Giannelli) are up for election. It is requested that owners submit names for the ballot, as well as any other items for the agenda before the April Board meeting.

d. CDS Trash Receptacles. Igor Conev contacted Mid-Atlantic Waste Systems regarding the condition of the large, 300-gallon trash receptacles located at our buildings. The Board decided also to have Igor Conev contact Charles Kinelski to take inventory of what needs to be replaced and what can be fixed.

5. Old Business:

a. Raccoon Report. According to Charles Kinelski, there has been no sign of raccoon infestation. Our plugging-up efforts seem to have been effective.

6. Committee Reports: None.

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7. Violations: None to report.

8. Adjournment. Having no further business, the meeting was adjourned at 8:40pm.

9. NEXT CDS BOD MEETING *(Proposed)* – *Thursday, April 18, 2013, at 8pm via conference call.*