

# Casa Del Sol

## DRAFT Minutes of the Board of Directors Meeting

### June 19, 2014

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, Mike Bufano, John Foulkes, Bob Surrette, Joe Pasqualine, and Igor Conev (Mann Properties).

**Board Members Absent:** Lou Napoli and Tom Bell.

**1. Reading and Approval of the Draft Minutes of the CDS Board Meeting of 04-17-14.** *A motion to approve the draft minutes of the CDS Board Meeting of 04-17-14 was made by John Foulkes and seconded by Bob Surrette, and passed unanimously.*

**2. Financial Report.** Mike Bufano reviewed the Financial Report, current as of June 16, 2014:

<b>a. Checking (1012)</b>	\$ 91,036
<b>b. Money Market Improvement Fund (1060)</b>	\$ 220,693
<b>c. Assessments Receivable</b>	
<b>i. Condo Fees (1310)</b>	\$ 1,580

As of the June 16, 2014 Financial Report, 2 unit owners were in arrears of the April 1, 2014 condominium fees payment, totaling \$1,580.

**d. Bills Paid since 04-17-14:**

04/18/14	AP2764	1399	17,830.00	CASA DEL SOL CONDO ASSOC. RESERVE TRANSFER
04/18/14	AP2764	1400	193.46	D & B PLUMBING SERVICES MAIN VALVE LEAK
04/18/14	AP2764	1401	275.15	MANN PROPERTIES, INC. ADM COSTS
04/18/14	AP2764	1402	151.46	ROBIN SHEARE WEB SITE
04/18/14	AP2764	1403	90.00	TOWN OF OCEAN CITY TOW SIGN RENEWAL
04/23/14	AP2769	1404	164.55	AVERY W. HALL INS. AGENCY INCREASE CRIME LIMIT
04/23/14	AP2769	1405	90.00	D & B PLUMBING SERVICES UNIT 646 LEAK
04/23/14	AP2769	1406	3,500.00	PIGG, KRAHL, STERN & CO., TAX RETURNS
05/01/14	AP2782	1407	393.20	DELMARVA POWER 2113 2499 9997
05/01/14	AP2782	1408	1,054.50	MANN PROPERTIES, INC. MANAGEMENT FEE 5/14
06/02/14	AP2790	1409	329.93	DELMARVA POWER 2144 1799 9999
06/02/14	AP2790	1410	28.51	FirePro REPLACE PULL STATION COVE
06/02/14	AP2790	1411	599.10	MID-ATLANTIC WASTE SYST. REMOVAL / DELIVERY

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#### 3. Business of the Condominium:

**a. Approval of Minutes of Special Board Meeting.** At the Annual Association meeting of May 3, 2014, a special Board meeting was held to elect the new slate of officers. The minutes reported that the officers elected were Joe Sheare (President), Lou Napoli (Vice President), Mike Bufano (Treasurer) and John Foulkes (Secretary). *A motion was made by Bob Surrette to approve the minutes of this special Board meeting to elect the new officers, seconded by Joe Pasqualine, and passed unanimously.*

#### 4. Old Business:

**a. Update of the CDS By-Laws - Update.** C.J. Brzezinski and Anne Giannelli met with Igor Conev (Mann Properties) three weeks ago to discuss the next steps for the updated by-laws. When they believe they are ready, a draft will be emailed to the Board members for a review, followed by engaging a local attorney to assure compliance with the Maryland condominium regulations.

**b. Rethinking the Capital Reserve Study - Update.** The subcommittee (Joe Sheare, Lou Napoli, Mike Bufano and Bob Surrette) conducted a telecon the night preceding this Board meeting with Miller-Dodson Capital Reserve consultants to discuss the follow-up questions. Questions presented to Miller-Dodson included re-paving versus a reconstruction of the parking lots; an examination of the interior piling supports (Miller-Dodson will send a response in writing on this item by the next Board meeting); alarm system (replacement versus fix-as-fail); natural versus synthetic products for the decks and bulkheads; and breaking down larger projects into smaller pieces (estimates for bulkheads only, decks only, etc.). Joe Sheare stated that Board members could accompany Miller-Dodson during their site evaluations. Joe Sheare stated that Miller-Dodson responded well to these follow-on questions. After some additional discussion, *a motion was made by Bob Surrette to hire Miller-Dodson as the engineering consulting firm; the motion was seconded by Joe Sheare, and passed unanimously.* Joe Sheare will sign the contract.

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#### 5. NEW BUSINESS:

**a. Request for Repairs – *Information*.** In an email to Igor Conev from the owner of Unit 770D (Kris Wolf), Kris stated that his back deck is in bad shape. Igor will ask Charles Kinelski to inspect the deck and provide us an estimate for repairs. In addition, Charles will inspect the finger pier at Adele Bradley's unit, which was reported to also be in need of repairs. Also, during the weekend of May 29, Tim Fagan (Unit 666) pointed out that the board on the side of the finger pier is broken and split and looks to be a safety issue. Charles Kinelski will inspect this and provide an estimate.

**b. Construction Noise Issue – *Information*.** During the weekend of May 29, it was reported in an email dated May 28 from a unit owner that construction noise at Unit 664 was excessive. Igor and Lou Napoli enquired as to the town ordinance regarding construction work hours. According to Igor Conev, from May 1 through September 30, construction is permitted with non-powered tools from 8AM-6:30PM; powered tools from 9AM-5:30PM. Although no violation notice was submitted to the Board, Igor will forward the email to the owners of Unit 664.

**c. No Skateboarding Sign – *Information*.** In an email to the Board of Directors, Anne Giannelli reported that there is a missing "No Skateboarding" sign at the 600-building. Igor Conev stated that he has recently received new signs and will have them installed where needed.

**d. Additional Pest Control – *Information*.** Based on an incident of a non-termite pest infestation (which has been resolved), the Board agreed to solicit proposals for contracts for general pest control. The current contract with APM covers termites only.

**6. Violations:** None reported.

**7. Adjournment.** The Board meeting was adjourned at 8:41pm by Joe Sheare.

**8. NEXT CDS BOD MEETING – *Thursday, July 17, at 8:00pm via teleconference.***