

**Casa Del Sol**  
**DRAFT Minutes of the Board of Directors Meeting**  
**February 16, 2017**

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

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

**Participants:** Joe Sheare, Mike Bufano, John Foulkes, Joe Pasqualine, Adele Bradley, Bob Surrette and Igor Conev (Mann Properties).

**Board Members Absent:** Lou Napoli.

*Casa Del Sol 2017 Annual Association Meeting*  
*Saturday, April 22, 2017*  
*10:00am – 12:00pm*  
*Ocean City Library, 10003 Coastal Highway*

**1. READING AND APPROVAL OF THE DRAFT MINUTES OF THE CDS BOARD MEETING OF 12-14-2016.** *A motion to approve the draft minutes of the CDS Board Meeting of 12-14-2016 was made by Joe Pasqualine and seconded by Bob Surrette, and passed unanimously.*

**2. FINANCIAL REPORT.** Mike Bufano reviewed the Financial Report, which was current as of February 9, 2017.

<b>a. Operating Account (1012)</b>	<b>\$ 57,535</b>
<b>b. Reserves</b>	
i. Money Market Improvement Fund (1060)	\$ 171,110
ii. Discover Bank CD (1071)	\$ 75,732
iii. Discover Bank CD (1072)	\$ 75,675
iv. Discover Bank CD (1073)	\$ 75,647
<b>Reserves Total:</b>	<b>\$ 398,164</b>
<b>c. Assessments Receivable (1310)</b>	
i. Condo Fees (1310)	<b>\$ 14,980</b>

As of the February 9, 2017 financial report, twelve (12) unit owners are in arrears of the January 1, 2017 (and prior) condominium fee payments, totaling \$14,980. Unit owner (708) is 5 payments in arrears totaling \$4,255. A lien has been filed on this property.

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**d. Bills Paid since 12-15-2016:**

12/15/16 AP3342 1595	10,395.15	BEACH BROTHERS, INC. SEPTEMBER
12/15/16 AP3342 1596	300.00	D & B SERVICES WINTERIZE
12/15/16 AP3342 1597	657.04	TOWN OF OCEAN CITY 7291-53582 WATER
01/03/17 AP3351 1598	353.55	DELMARVA POWER 5500 8705 018
01/03/17 AP3351 1599	54.01	FirePro FIRE MARSHALL FEES
01/03/17 AP3351 1600	1,134.92	MANN PROPERTIES, INC. MANAGEMENT FEE 1/17
01/03/17 AP3351 1601	90.00	TOWN OF OCEAN CITY 478/7823 FIRE
01/18/17 AP3363 1602	300.00	C/W BUILDING SERVICES SNOW PLOWING
02/01/17 AP3380 1603	65.00	D & B SERVICES 666 UNIT DRAIN
02/01/17 AP3380 1604	430.05	DELMARVA POWER 5500 9769 211
<b>02/01/17 AP3380 1605</b>	<b>105.51</b>	<b>Ed Patchett, Inc TIME CLOCK: VOIDED</b>
02/01/17 AP3380 1606	879.00	FirePro TROUBLE
02/01/17 AP3380 1607	80.00	MAD ENGINEERING, INC. INSPECTION
02/01/17 AP3380 1608	212.92	MID-ATLANTIC WASTE SYST. REPLACE LID
02/01/17 AP3380 1609	1,134.92	MANN PROPERTIES, INC. MANAGEMENT FEE 2/17
02/01/17 AP3380 1610	150.00	PIGG, KRAHL, STERN & CO., 1099

**e. Review of Invoices from Beach Brothers.** At the December 14, 2016 Board meeting, a motion was approved to accept the past invoices submitted by Beach Brothers for work going back approximately 14 months. All of these past invoices were paid on 12-15-2016 (AP3342 1595). On February 15, 2017, Mann Properties received an invoice for a 30% draw on the work done for the canal-side crawl space repairs (see paragraph 4a).

**3. BUSINESS OF THE CONDOMINIUM:**

**a. Rules and Regulations.** Adele Bradley reported that Chris Woodley (Association attorney) has reviewed a copy of the updated Rules and Regulations and advised that we can proceed with them. **A copy of the Rules and Regulations will be mailed to the unit owners for review, and an item will be placed on the agenda of the Annual Association meeting for a discussion and vote.**

**b. Planning for the Annual Association Meeting.** This year's Annual Association Meeting will be held on Saturday, April 22, 2017 from 10:00am – 12:00pm at the Ocean City Library, 10003 Coastal Highway. John Foulkes will assemble a draft agenda and mail it to the Board members within the next 2 weeks for review.

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**4. OLD BUSINESS:**

**a. Capital Reserve Study: Canal-Side Crawl Spaces.** Beach Brothers (Charles Kinelski) began the repair work starting with the 700-building in early November, 2016. Bob Surrette reported that the work on the 700-building is complete and that Charles is approximately half way through finishing the 600-building. After completion of the 600-building, the 770-building will finish the project.

**b. Miscellaneous.** Bob Surrette also reported that there are several boards missing on some finger piers. Charles Kinelski (Beach Brothers) was contacted by Bob, and Charles agreed he would replace the missing boards as he is working on the canal-side crawl space repair project. Bob provide the following itemized list of the location of the missing boards: Between units 670 and 672: 1 board missing; between units 654 and 656, 1 board missing; nothing missing at the 700 and 770 buildings.

**c. Pier Tax Increase.** Adele Bradley reported that as she was discussing the review of the updated Rules and Regulations with Chris Woodley, she mentioned her effort in trying to discuss the pier tax increase issue with Joe Harrison in Chris' office. Chris stated that if the finger piers were part of the original blueprint for the buildings, they can't have a tax increase. If they were put in after, they could. Chris stated he would find out. In the meantime, Adele will follow up with Joe Harrison. Chris also stated that he didn't know of any other association submitting a class action to prevent the tax increase.

**5. NEW BUSINESS**

**a. Mann Properties Inspection Report.** As follow-up to an item on February 9, 2017 report from Mann Properties, neither Delmarva Power nor Verizon has claimed responsibility for the broken small plastic boxes in front of the units. However, it was agreed to request an electrician come and inspect the damage. Igor Conev (Mann Properties) agreed to contact an electrician.

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**b. False Fire Alarm.** As a result of a recent false fire alarm and the difficulty of the fire department to enter the affected unit, the Board again requests that each unit owner place a current, working set of keys (front door, storm door (if present), and front cubby door) with the Mann Properties office personnel.

**NOTICE**

*Unit owners are requested to place a current, working set of keys to the unit with Mann Properties office personnel.*

**6. VIOLATIONS:** None reported.

**7. ADJOURNMENT:** The Board meeting was adjourned at 8:40pm by Joe Sheare.

**8. NEXT CDS BOD MEETING – *The next BOD meeting is Thursday, April 20, 2017, at 8:00pm via teleconference.***