

**Casa Del Sol**  
**DRAFT Minutes of the Board of Directors Meeting**  
**March 21, 2019**

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

**Lou Napoli called the meeting to order at 8:02p.m. via conference call.**

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

**Board Members Absent:** Bob Surette.

***REMINDER: Starting with the next Board meeting via teleconference, use the new dial-in number and ID code.***

**1. READING AND APPROVAL OF THE DRAFT MINUTES OF THE CDS BOARD MEETING OF 1-17-2019.** *A motion to approve the draft minutes of the CDS Board Meeting of 1-17-2019 was made by Joe Pasqualine and seconded by John Foulkes and passed unanimously.*

**2. FINANCIAL REPORT.** Treasurer Mike Bufano reviewed the Financial Report, current as of March 18, 2019.

<b>a. Checking (1012)</b>	<b>\$ 114,044</b>
<b>b. Reserves</b>	
i. Money Market Improvement Fund (1060)	\$ 244,680
ii. Farmers Bank CD (1090)	\$ 100,653
iii. Discover Bank (1071)	\$ 78,087
iv. Discover Bank (1072)	\$ 77,692
v. Discover Bank (1073)	\$ 77,824
<b>Reserves Total:</b>	<b>\$ 578,936</b>
<b>c. Assessments Receivable</b>	
<b>i. Condo Fees (1310)</b>	<b>\$ 1,650</b>

As of the March 18, 2019 Assessment Receivables report, two (2) unit owners are in arrears of the January 1, 2019 condominium dues payment, for a total of \$1,650.

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**d. Bills Paid (since December 19, 2018):**

01/07/19	AP3782	1732	328.65	DELMARVA POWER	5500 9769 211
01/07/19	AP3782	1733	1,134.92	MANN PROPERTIES, INC.	MANAGEMENT FEE 1/19
02/01/19	AP3807	1734	354.92	DELMARVA POWER	5500 8678 124
02/01/19	AP3807	1735	1,134.92	MANN PROPERTIES, INC.	MANAGEMENT FEE 2/19
02/01/19	AP3807	1736	150.00	PIGG, KRAHL, STERN & CO.,	1099 FORMS
02/15/19	AP3820	1737	29.85	BEACH COPY	FED EX
02/15/19	AP3820	1738	90.00	TOWN OF OCEAN CITY	478/7823 FIRE
02/21/19	AP3823	1739	70.00	ART LEAGUE OF OCEAN CITY	MEETING
02/21/19	AP3824	1740	250.00	ART LEAGUE OF OCEAN CITY	SECURITY FEE
02/28/19	CR0000	ADJUST	25.00	LOCKBOX PROCESSING FEE	
03/01/19	AP3829	1741	340.00	C/W BUILDING SERVICES	RAIN GUTTER
03/01/19	AP3829	1742	350.52	DELMARVA POWER	5500 9769 211
03/01/19	AP3829	1743	137.62	FirePro	654 REPLACE DEVICE
03/01/19	AP3829	1744	1,134.92	MANN PROPERTIES, INC.	MANAGEMENT FEE 3/19
03/15/19	AP3835	1745	192.00	TOWN OF OCEAN CITY	8957-53948

e. Mike Bufano reported that he and Joe Pasqualine traveled to Discover Bank in Greenwood, Delaware in February and formally added Joe Pasqualine as a signatory to the accounts, removed Joe Sheare as a signatory and filled out all other required paperwork.

**3. BUSINESS OF THE CONDOMINIUM:**

a. **Annual Association Meeting.** The annual meeting is scheduled for Saturday, May 4, 2019 from 1:00pm – 3:00pm at the Art League on 94<sup>th</sup> Street. The draft agenda and proxy notices were recently mailed out by Mann Properties.

**4. OLD BUSINESS:**

a. **Capital Reserve Study.** A meeting with Mr. Roland Holland was held on January 30 for engineering advice on the foundation repair project. Lou Napoli, Joe Pasqualine and Bob Surette met with Mr. Holland, who went underneath the units to inspect and take photographs. Mr. Holland sent his report to Mann Properties on March 18. The report contained three proposals regarding the project. The Board members briefly discussed these options and had some questions. Igor Conev (Mann Properties) agreed to go back to Mr. Holland for some clarification on these points. The Board agreed to hold an ad hoc meeting in April to review Roland Holland's report after everyone has had a chance to review it.

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**5. NEW BUSINESS:**

**a. Parking in the CDS Parking Lots: Amending the Rules and Regulations.** At the November 2018 Board meeting, the Board passed a motion to amend the Rules and Regulations at this Board meeting to require a valid parking permit to be displayed in the vehicles parked in the parking lots. Adele Bradley reported that the Rules have been amended and the new version has been posted on the association's website.

Adele Bradley also reported that the parking permits have been received and we are in the process of putting the unit numbers on them. These will be sent out to the unit owners within the next week, along an explanation sheet and a printed version of the updated Rules and Regulations.

**b. Miscellaneous:**

**i.** Per an email from Joe Pasqualine on January 3, he reported a damaged roof gutter on unit 680. CW Builders replaced the broken gutter during the week of January 21.

**ii. Wiring in the Units' Attics.** A unit owner has asked who is responsible for the wiring left in the attics when the old air conditioning units were removed. This wiring was disconnected when the roof and HVAC renovation was done and most likely are dead wires. It is the unit owners' responsibility to discard these disconnected wires, if desired.

**iii. Responsibility for Maintenance of the Decks and Balconies.** A unit owner has asked who is responsible for maintenance of the decks and balconies. Upon investigation of the association's Declaration and plat sheets, Igor Conev (Mann Properties) reported that there seems to be some conflicting guidance. The association's attorney (Chris Woodley) was contacted and he agreed that the current policy is confusing. Chris said he would do some additional research and report back.

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6. **VIOLATIONS:** None reported.

7. **ADJOURNMENT:** The meeting adjourned at 8:37pm.

8. **NEXT CDS BOD MEETING – *The next Board meeting is immediately following the Annual Association Meeting, May 4, 2019.***