

**Casa Del Sol**  
**DRAFT Minutes of the Board of Directors Meeting**  
**March 10, 2020**

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

**Lou Napoli called the meeting to order at 8:01p.m. via conference call.**

**Participants:** Lou Napoli, Joe Pasqualine, John Foulkes, Adele Bradley, Bob Surrette, Tom Owens and Igor Conev (Mann Properties).

**Board Members Absent:** Mike Bufano.

**1. READING AND APPROVAL OF THE DRAFT MINUTES OF THE CDS BOARD MEETING OF 1-21-2020.** *A motion to approve the draft minutes of the CDS Board Meeting of 1-21-2020 was made by Joe Pasqualine and seconded by Tom Owens and passed unanimously.*

**2. FINANCIAL REPORT.** Igor Conev (Mann Properties) reviewed the Financial Report, current as of March 9, 2020:

<b>a. Checking (1012)</b>	<b>\$ 111,728</b>
<b>b. Reserves</b>	
i. Money Market Improvement Fund (1060)	\$ 246,380
ii. Farmers Bank CD (1090)	\$ 103,145
iii. Farmers Bank CD (1211)	\$ 67,000
iii. Discover Bank (1071)	\$ 79,696
iv. Discover Bank (1072)	\$ 79,513
v. Discover Bank (1073)	\$ 79,744
<b>Reserves Total:</b>	<b>\$ 655,478</b>

Igor Conev (Mann Properties) commented that we may need to look at a bank other than the Bank of Ocean City for the 1012 and 1060 accounts.

<b>c. Assessments Receivable</b>	
<b>i. Condo Fees (1310)</b>	<b>\$ 4,100</b>

As of the March 9, 2020 Assessment Receivables report, 3 unit owners are in arrears of the January 1, 2020 condominium dues payment. (Two of the 3 unit owners are in arrears for the past 2 payments). Total amount in arrears: \$4,100. The 2 owners have gotten reminder letters. The Board members decided to determine specific steps to take regarding unit owners who are in arrears of two or more quarterly payments. This will be discussed at the April meeting.

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#### d. Bills Paid *(January 1, 2020 – March 9, 2020):*

01/06/20	AP3984	1796	275.80	DELMARVA POWER	5500 9769 211
01/06/20	AP3984	1797	1,160.00	MANN PROPERTIES, INC.	MANAGEMENT FEE 1/20
01/17/20	AP3997	1798	158.00	BLF ENTERPRISES	678 METAL REPAIR
01/17/20	AP3997	1799	180.00	D & B SERVICES	WINTERIZE
01/17/20	AP3997	1800	2,778.00	EHRlich	18479667
01/17/20	AP3997	1801	325.15	Ed Patchett, Inc	MAIN LINE HEAT TAPE
01/17/20	AP3997	1802	108.60	FirePro	ALARM ACTIVATION
02/03/20	AP4007	1803	115.54	FirePro	REPLACED BATTERY
02/03/20	AP4008	1804	345.69	DELMARVA POWER	5500 9769 211
02/03/20	AP4008	1805	1,160.00	MANN PROPERTIES, INC.	MANAGEMENT FEE 2/20
02/03/20	AP4008	1806	150.00	PIGG, KRAHL, STERN & CO.,	224343
02/03/20	AP4008	1807	90.00	TOWN OF OCEAN CITY	478/7838 FIRE
02/18/20	AP4020	1808	1,169.92	FirePro	INSPECTION REPAIRS
03/02/20	AP4028	1809	410.00	ART LEAGUE OF OCEAN CITY,	MEETING
03/02/20	AP4028	1810	1,374.50	BLF ENTERPRISES	SHINGLE REPAIR
03/02/20	AP4028	1811	404.17	DELMARVA POWER	5500 9769 211

### 3. BUSINESS OF THE CONDOMINIUM:

**a. Annual Association Meeting Reminder.** The 2020 annual meeting of the association is scheduled for Saturday, April 25, 2020 from 9:00am to 11:00am at the Art League on 94<sup>th</sup> Street. The draft agenda was reviewed, and comments provided. An updated agenda will be sent to Mann Properties for inclusion in the meeting package for dissemination to the unit owners.

### 4. OLD BUSINESS:

**a. Capital Reserve Study.** Work began on February 18 by BLF Enterprises on the repair of the building foundation skirting of the buildings where the foundation meets the parking lot asphalt. Joe Pasqualine reported that approximately 85% of the work has been completed. This past weekend, Bob Surrette took photos of some of the work and provided them to the Board members. Joe Pasqualine offered to share these photos with BLF Enterprises. It was agreed that a walk-through will be needed when the work is completed. Joe Pasqualine and Bob Surrette are coordinating schedules, perhaps a walk-through can be accomplished in about 3 weeks from now.

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**b. Repaving the Asphalt Driveways.** Bob Surette reported that he has contacted a paving company (Terra Firma) to get an updated quote for the repaving, since the estimates that we received previously are about 3 years old. Bob also stated that we should get quotes from at least 2 additional companies. Joe Pasqualine said that he has the names of 3 other companies, and he will provide them to Bob.

**c. Bulkhead Erosion Concerns between the 700-Building and 686C 94th Street.** At the January Board meeting, Igor Conev (Mann Properties) reported that he has not been able to get any contractor to respond, and he indicated that he will keep trying; in addition, Igor indicated he would also contact an engineer and get an estimate for an inspection (which might provide leverage for contractors to respond). Other discussion involved trying to determine a plan to split the cost of repair with the neighboring condominium which shares the bulkhead. At this Board meeting, Igor reported that he is waiting on a survey to determine property lines.

**d. Piling Ropes.** At the November 21, 2019 Board meeting, Adele Bradley reported that her research indicated that it would be extremely expensive to replace the existing ropes with ropes of different materials. Subsequently, it was decided to table this issue until a later date. After some discussion at the January Board meeting, it was agreed to continue to table this item. At this meeting, *Bob Surette made a motion that the Board NOT replace the existing piling ropes. The motion was seconded by Adele Bradley and passed unanimously.*

#### 5. NEW BUSINESS:

**a. Passing of Bob Siskind.** On February 17, 2020, long-time resident and previous Board member of Casa Del Sol passed away. Bob's time on the Board plus his insight and wisdom resulted in numerous substantial improvements to the association. The Board agreed to include this item in President Napoli's opening remarks at the April Annual Association Meeting.

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**b. Miscellaneous.**

**i. Water Pipe Issue at Unit 674.** Joe Pasqualine reported in an email on February 26 that while Ben Mason's (BLF) carpenters were doing their work they noticed unit 674 has a blowout that looks like it has been active for quite a while. Joe reported at this meeting that the blowout has been repaired by D&B Services. Igor Conev stated that the unit owner will reimburse Mann Properties the repair charges already paid to D&B Service

**ii. Window Leak at Unit 660.** In an email dated January 29, the owner of unit 660 reported that during a previous rainstorm water was leaking in the top of her kitchen window coming through the paneling and the window trim. BLF Enterprises was tasked to do the repairs, which were completed on February 19.

**iii. Home Inspection Report: Unit 650 Piling.** At the January 2020 Board meeting, a motion was passed which authorized the engineer (Roland Holland) to investigate and report on the one piling. At this Board meeting, Igor Conev reported that he has not yet heard from Mr. Holland regarding scheduling the investigation.

**iv. Request from Owner of Unit 736.** In an email dated February 10, 2020, the new owner of unit 736 is seeking approval to replace the three existing sliding glass doors - two bay side and one street side (with the required colors). The owner further stated that he has received a quote from Home Depot (West OC) and their sub-contractor who came out to do measuring. This request was previously approved by the Board via email, and the Board members reiterated that the storm door must be in the association's colors (either white or brown).

**v. Crawl Space Encapsulation: Ventilation.** At the January 21, 2020 Board meeting, a motion was passed that the owner of unit 676 can re-insulate the crawl space, but because the space is common area, no walls nor electrical machinery can be installed. Further discussion ensued in the interim regarding the possibility of installing vents to increase airflow and reduce moisture and mildew in the crawl spaces. At this Board meeting, Joe Pasqualine reported that he has been in discussion with Ben Mason of BLF Enterprises regarding the effectiveness of installing small vents in the crawl spaces. The Board members discussed this topic for a while but did not reach any position on whether to have vents installed.

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6. **VIOLATIONS:** None reported.

7. **ADJOURNMENT:** The meeting adjourned at 8:35pm.

8. **NEXT CDS BOD MEETING – *The next BOD meeting is immediately following the Annual Association meeting on April 25, 2020.***