

Casa Del Sol

DRAFT Minutes of the Board of Directors Meeting

April 21, 2020

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, Mike Bufano, Joe Pasqualine, John Foulkes, Adele Bradley, Bob Surette, Tom Owens and Igor Conev (Mann Properties).

Board Members Absent: None.

1. READING AND APPROVAL OF DRAFT MINUTES OF CDS BOARD MEETING of 3-10-2020 and SPECIAL MEETING of 3-26-2020. *A motion to approve the draft minutes of the CDS Board Meeting of 3-10-2020 and of the Special CDS Board Meeting of 3-26-2020 was made by Joe Pasqualine and seconded by Bob Surette and passed unanimously.*

2. FINANCIAL REPORT. Mike Bufano reviewed the Financial Report, current as of April 16, 2020:

a. Checking (1012)	\$ 127,102
b. Reserves	
i. Money Market Improvement Fund (1060)	\$ 246,666
ii. Farmers Bank CD (1090)	\$ 103,145
iii. Farmers Bank CD (1211)	\$ 67,000
iii. Discover Bank (1071)	\$ 80,169
iv. Discover Bank (1072)	\$ 80,034
v. Discover Bank (1073)	\$ 80,267
Reserves Total:	\$ 657,281
c. Assessments Receivable	
i. Condo Fees (1310)	\$ 13,200

As of the April 16, 2020 Assessment Receivables report, fifteen (15) unit owners are in arrears of the April 1, 2020 condominium dues payment. (One of these unit owners is in arrears for the past 2 payments). Total amount in arrears: \$13,200.

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d. Bills Paid *(March 2, 2020 – April 15, 2020):*

03/02/20	AP4028	1812	1,160.00	MANN PROPERTIES, INC.	MANAGEMENT FEE 3/20
03/03/20	AP4030	1813	5,000.00	BLF ENTERPRISES	DEPOSIT CRAWLSP SKIRTING
03/16/20	AP4042	1814	4,000.00	BLF ENTERPRISES	DRAW FOR COMPLETION
03/16/20	AP4042	1815	587.98	D & B SERVICES	674 LEAK
03/16/20	AP4042	1816	189.00	TOWN OF OCEAN CITY	WATER USAGE
04/01/20	AP4052	1817	4,000.00	BLF ENTERPRISES	50% PAYMENT
04/01/20	AP4052	1818	368.74	DELMARVA POWER	5500 8705 018
04/01/20	AP4052	1819	99.00	EHRlich	18479667
04/01/20	AP4052	1820	945.00	FirePro	ALARM TEST
04/01/20	AP4052	1821	1,160.00	MANN PROPERTIES, INC.	MANAGEMENT FEE 4/20
04/14/20	AP4058	1822	5,032.49	BEACH BROTHERS, INC.	Spring Clean Up
04/14/20	AP4058	1823	80.00	D & B SERVICES	DEWINTERIZE
04/14/20	AP4058	1824	1,422.00	MCCARTHY ENTERPRISES, LLC	DEPOSIT/MOBILIZATION
04/15/20	AP4063	1825	600.00	GEORGE, MILES, BUHR, LLC	2/27/20-4/8/20

3. BUSINESS OF THE CONDOMINIUM:

a. Annual Association Meeting. At the March 26, 2020 Special CDS Board meeting, a motion was passed to postpone the Annual Association meeting to a later date to be determined and to revisit this decision at this Board of Directors meeting. After some discussion, it was decided to postpone making a decision until the next Board meeting (June 16).

4. OLD BUSINESS:

a. Capital Reserve Study: Walkthrough of BLF Work (Foundation Repairs). Igor Conev (Mann Properties) discussed the items on the first punch list with Ben Mason of BLF, and consequently he and Joe Pasqualine met onsite a week ago to follow up on these items. Tom Owens and Joe then did a second walkthrough on April 21 and assembled a second punch list of items, which was reviewed at this Board meeting. The second list was considerably shorter than the first list and consisted mostly of minor items. The Board agreed to forward this second list to Ben Mason for follow up action.

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b. Bulkhead Erosion Concerns between the 700-Building and 686C 94th Street. At the March 10, 2020 CDS Board meeting, Igor Conev (Mann Properties) stated that he is continuing in his attempts to engage an engineer and get an estimate for an inspection. In the meantime, he reported at this Board meeting that he is still waiting on a survey to determine property lines. He stated he will call again to arrange for a survey.

c. Repaving the Asphalt Driveways. Bob Surrette stated that he has the names of several contractors to call for repaving, and that he plans to call them to set up some days for him and Joe Pasqualine to meet. Scheduling is dependent on the current situation in Ocean City regarding closure of activities due to the coronavirus issue.

5. NEW BUSINESS:

a. Home Inspection Report: Unit 650 Piling. As a result of a series of emails on or about April 11, 2020, the Board members agreed to the proposal of \$2,844.00 from McCarthy Enterprises, LLC regarding restorative work on this piling. Per the proposal, the contractor will excavate to find sound wood, go an additional 6 inches, clean out all rotten or deteriorated wood, install rebar and FX-70 jacket along with all FX-70 epoxies required; an additional charge of \$289 per foot over 3'- 6" in length. *A motion was made by Joe Pasqualine to formally approve the proposal. The motion was seconded by Bob Surrette and passed unanimously.* Igor Conev (Mann Properties) reported that a deposit was sent, and work is on schedule.

b. Front Steps Issue, Unit 708. In an email to Mann Properties dated April 18, 2020, the owner of Unit 708 reported that his front steps have settled into the asphalt and poses a safety issue. After some discussion, the Board agreed that the repair was an association responsibility and Igor Conev (Mann Properties) stated that he will email the owner indicating he will have a contractor look into the issue as soon as possible.

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6. **VIOLATIONS:** None reported.

7. **ADJOURNMENT:** The meeting adjourned at 8:36pm.

8. **NEXT CDS BOD MEETING** – *The next BOD meeting is scheduled for Tuesday, June 16, 2020 at 8:00pm via ZOOM conference. Igor Conev will send an invitation email to the Board members for conference attendance.*