

CALL TO ORDER: President Adele Bradley called the meeting to order at 8:02pm

PARTICIPANTS : Adele Bradley, Bob Surette, Tom Bell, Suzy Hartz, Rick Stryjewski and Igor Conev - representing Mann Properties.

BOARD MEMBERS ABSENT: Doug Rollins

OWNERS/GUESTS PRESENT: Dave Papura - Unit #662

1) APPROVAL OF THE MINUTES OF THE CDS BOARD MEETING IN OCTOBER

Motion: Rick Stryjewski made a motion to approve the October minutes. Bob Surette seconded the motion and it passed unanimously.

2.) CDS FINANCIAL REPORT

a) Checking (1013)		\$99,321.86
b) Reserves		
1. Charles Schwab Cash (1076)		\$ 114,341.95
2. Charles Schwab CD's 1075, 1077, 1078, 1079, 1081, 1082		\$589,000
Reserves Total:		\$589,000
c) Assessments Receivable		
Condo Fees:		\$3,460.50
d) CDS Reserves		
		\$703,341.95

Type	Investment	Interest rate	Maturity date	Purchase date	Purchase amount
CD	PNC Bank, Ntnl Assoc PA (Schwab 1075)	4.8%	12/15/23	12/07/22	123,000
CD	Celtic Bank UT (Schwab 1077)	3.9%	2/24/27	2/9/23	90,000
CD	Customers Bank PA (Schwab 1078)	4.7%	8/16/24	2/9/23	90,000
CD	Raymond James Bank FL (Schwab 1079)	4.55%	2/18/25	2/9/23	90,000
CD	EagleBank MD (Schwab 1081)	4.25%	2/24/26	2/9/23	90,000
CD	UBS (Schwab 1082)	4.5%	06/2028	06/2023	106,0000

11/21/2023

e. *Bills Paid (November 1st – November 15th, 2023):*

11/02/23 Check #1073	126.13	DELMARVA POWER09/01/23
11/02/23 Check #1074	19,645.00	JOSEPH OERTEL 30% DOWN PAYMENT
11/02/23 Check #1075	1,218.00	MANN PROPERTIES, INC. MANAGEMENT FEE 11/23

BUSINESS OF THE CONDOMINIUM

2024 BUDGET PROPOSAL /ADOPTION

***Motion:** Adele made a motion to adopt the proposed budget. Rick seconded the motion and it passed unanimously. It was noted that dues will increase to approximately \$1333.00 per quarter.*

1. NEW BUSINESS

A. 2024 Annual Meeting Date

The 2024 annual meeting will be held on Saturday, April 20th, from 9am to 11:30am – at the Art League on 94th Street, upper classroom.

2. OLD BUSINESS:

A. Policy regarding installation of EV (Electric Vehicle) chargers.

A draft policy was sent and will be reviewed and then discussed at next meeting.

B. GMB Engineering Policy regarding replacing sliders and windows.

Invoice paid. Small window added. Sent to attorney – waiting on review.

C. Redoing Caulk on exterior of Units, including reattaching of Azek Cladding with screws by Joe Oertel Construction.

Bob Surette walked around all the buildings – the fronts looked good. All units in 600 building were powerwashed at the time of this meeting and it appeared as though 700 buildings were as well. Bob is waiting to hear back. Louvre vents at top of 600 building had some paint peeling – will get a quote for a price.

D. Twisted finger pier between Units 670 & 672 – and check on piling between 660 and 662.

A barge needs to be utilized for bulkhead. Igor will send email to follow up on piling. Bob suggested that in the spring – all are checked upon so that several (if necessary) can be done at the same time. (Note – the loosening tends to happen during the winter).

E. Discussion regarding ventilation, moisture, and spray foam insulation in crawl space. Igor asked attorney Chris Woodley – specifically looking for something in writing that explicitly states it is responsibility of owner.

F. Kris Construction Roof Inspection.

Report after free inspection on 10/24 received on November 2nd. Proposal for repairs dated 11/9. Repairs to include specific areas where resealing of shingles is necessary due to zippering and creasing – in addition to resealing around all pipe boots. Replacement of shingles that have become dislodged. Cost: \$1599.00.

Board approved. Very professional. Invoice at cost. Getting scheduled after holiday. Igor will follow up.

3. EXECUTIVE SESSION:

The Board went into Executive Session at approximately 8:43 p.m. to discuss a personnel matter and returned to the regular agenda at 8:55 p.m.

Reminders

Winterization

PLEASE READ THE FOLLOWING WINTERIZATION RECOMMENDATIONS

In order to minimize the risk of frozen or burst pipes or other damage to a unit's water lines and valves, it is recommended that the following steps be taken.

1. Contract with a licensed, insured professional plumbing services company to winterize the unit.
2. Install electrified heat tape along all pipes under the deck from the unit out to the main shut off valve.
3. Keep the electricity turned on in the unit throughout the period of winterization.
4. Keep the interior heat at a minimum of 55 degrees F throughout the period of winterization.

As an additional precaution, consider contracting with a licensed, insured professional plumbing services company to install main line water drain next to the shut off valve; this would facilitate draining the main line going into the unit.

The water lines and valves which depart from the intersection of the building's main water line and feed the unit are considered part of the unit and thus is the responsibility of the unit owner. Any damage to these lines and valves is the responsibility of the unit owner

NEXT CDS BOARD MEETING – 01/16/2024

ADJOURNMENT

Motion: Bob made a motion to adjourn the meeting at 8:58pm. Rick seconded the motion and the motion carried.

Wishing all CDS owners a Peaceful Holiday Season and a Happy New Year!