

Agenda 04/23/16

Start Time: 10:00 a.m.  
Location: Harford Insurance, Ocean City  
Conference Call Information: dial in # 888-289-4573  
access code: 1125774#

Attendance: Mark Hannahs, Tom Murrill, Charlie Zellers, Jennifer Cavanaugh, Carol Ann Bianco, Marie Henderson, Wayne Keeler. John Jensen participated via phone.

| Item   | Discussion Leader     | Status | Notes/Actions   |
|--|-----------------------|--------|---|
| Review pool fence Issues - both pools - Review status and determine next steps         | Wayne                 |        | Wayne has met with George Young. He compared the Wilbur proposal with the engineering firm's feedback. As a result, a meeting with Wilbur occurred on Saturday, April 23rd. There is a general issue with the water table. Wayne recommends that we fix the fence this year and start surveying for a long term solution. Wayne is comfortable with Wilbur and is concerned about current proposal from All States. There is also a permitting process that will be needed.<br><b>Action: Wayne will work with engineer to complete survey. Company will also provide options. Action: Tom and John will finalize proposal for fence repair. Hire fence contractor to complete repair. Carol Ann will meet with John on Monday to illustrate solution. Action: Wayne will cancel pursuit of alternate contractor.</b> |
| Review carpet bids - schedule, timing, supplier, cost                                  | John/Tom              |        | Contract has been signed. Bermuda carpet has been removed. Carpet delivery is expected by Monday. Installation will begin when carpet is delivered. One unit opted out of installation. Contract was adjusted accordingly. Unit owner will move hot tub for completion of carpet installation.  |
| Remaining communications for Carpet Replacement - Moore & Company notification of cost | Carol Ann             |        | Moore & Company sent out preliminary cost. Moore & Company will send out actual invoices upon completion.   |
| Review painting schedule and associated quotes   | Craig/John - Mana-Jit |        | Aruba is still in process. Marie highlighted issue. Marie has sent an email and Tom has sent a follow up. Action: John to complete repair so that painting can be completed. Islamorada preparation is in process. Bridge should start after Aruba.   |
| Review proposed agreement for Chesapeake Roofing                                       | Craig/John - Mana-Jit |        | Action: John will get proposed agreement to review with Board. John will include scope of work, expectations, and language if expectations not met. Proposals probably won't be received until July/August. Carol Ann identified one issue - the patch job on Bermuda does not match current shingles. Contractor has been paid. John did not notice difference. <b>Action: John will follow up with contractor to replace shingles with correct ones.</b>  |
| Review proposed April newsletter   | Jennifer              |        | Action: Jennifer will add excerpt from Maryland Condominium Act.  |

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|   |                       |  | Charlie walked through the property with Patrick from landscaping company to identify bushes with issues (Inkberry). Marie expressed concern that landscaping company has not identified any issues and provided any recommendations for maintenance. They are not fertilizing. DM Taylor cuts lawns and also provides landscaping. Mark asked if DM Taylor is the right landscaping company. Mark stated that we need to provide feedback to the company if they are not performing. Proposal for removing bushes is \$60 per bush and there are about 100 bushes. There is a potential issue in that there may be a gap between our expectations of services versus what is provided in the contract. Can we replace some of the areas with turf. Average cost to purchase and plant a bush is about \$22. Mark wants to address the issue of the "dead" bushes and then we can address the rest of the strategy. Action: Charlie will ask Patrick to reduce price to \$5000 and a "not to exceed" rather than a "per bush" contract. Motion presented, seconded, and voted. <b>Action: Landscaping committee to develop a strategy and associated companies.</b> Action: John will work with Marty to adjust flag ropes. |
| Review options for landscaping and grass cutting contracts  | Marie                 |  |   |
| Review Fourth of July planning - guard, parking tags  | Craig/John - Mana-Jit |  | Contract for guard is complete. Board agrees to send tags and letters to owners. <b>Action: John will execute contract.</b>   |
| September Meeting date  | Craig/John - Mana-Jit |  | Annual Meeting date is September but Rec Center already has a reservation. Rec Center manager will try to move other group. Alternative is to start at 1:00 p.m. Decision is to go with 1:00 p.m. on September 24th.  |
| Review policy around entering units to research issues and do repairs when the unit owner has not provided a key/access | Marie                 |  | Reviewed specific issue and Marie provided excerpt from Maryland Condominium Act. <b>Action: John will send email to 201 to get key.</b>  |
| Review policy around bikes stored in towers   | Tom                   |  | Newsletter stated that stair towers can only be used for temporary seasonal storage of bicycles. Board decision was to require identification of owners. <b>Action: Jennifer to include requirements in newsletter: bikes must be identified with a unit number, and bikes cannot be locked to actual parts of the building.</b>  |
| Review Tot Lots - condition and options   | All                   |  | John reported that nothing has been developed. Action: John to provide options for updating tot lots in May meeting.  |
| Tennis Court Codes  | Carol Ann             |  | Carol Ann will send reminder email to John, <b>Action: John will determine new codes and send letter to unit owners using template.</b>   |
| Potential replacement of Grills   | All                   |  | Charlie documented problems with grills around the property. Picnic tables were also inspected. Suggestion is to start replacing them. Marlin Newell purchased them about 9 years ago. Charlie would like to purchase one now. <b>Action: Charlie will purchase one picnic table and replace one grill.</b>   |
| New Business  | All                   |  | Tesla is plugged into Island electrical outlet. Charging station is at Northside Park. <b>Action: Jennifer to include requirement in newsletter.</b>  |
|   |                       |  | John has not received proposal for cameras on Island. <b>Action: John will follow up on proposal or find alternative. Action: John to provide proposals for cameras in May meeting.</b>   |
|   |                       |  | Tom identified issue with south pool. Action: Tom will review South pool painting needs with John.  |
|   |                       |  | Maui building slope is causing water to run backwards to building. Drain pipes are also installed backwards. <b>Action: Landscaping committee will review and develop recommendation for May meeting.</b>   |
|   |                       |  | May Meeting: week of May 16th during the week in evening. May 17th at 8:00 p.m. This meeting will have an abbreviated agenda.   |
| Adjournment   |                       |  | Motion to adjourn and second received. Adjourned at 12:45.  |