

Agenda 07/23/16

Start Time: 9:00 a.m.
 Location: Harford Insurance, Ocean City
 Conference Call Information: dial in # 888-289-4573
 access code: 1125774#

Attendees: Mark Hannahs, Carol Ann Bianco, Wayne Keeler, Marie Henderson, Jennifer Cavanaugh, Charlie Zellers, Tom Murrill, Craig Boone, John Jensen

Item	Discussion Leader	Status	Notes/Actions
Review pool fence Issues - both pools - Review status and determine next steps	Wayne		Fence is secure. Wayne met with some engineers. Walls are under stress and there is a risk. Engineers would like any drawings. Then, they recommend a Request for Information/Proposals to understand options and estimated cost. We could include North Pool, although we don't see the same problems at this time. Wayne is suggesting that we complete the survey. What is the preliminary cost? Action: Wayne will get the cost of the survey and a draft RFI. Mark would like to explore other options for deck, such as TREK or wood. Marie would like to consider other ideas as well. Action: John and Wayne will identify potential contractors.
Owners Meeting Activities	Jennifer		Agenda finalized.
Review progress of carpet installation - schedule, timing, supplier, cost	John/Tom		Bermuda is complete and John recommends payment to contractor. All agree.
Carpet installation - fall schedule	John/Tom		Hawaii is suggested for fall schedule. Carol Ann brought up issue of awning. Dominica is also due, based on schedule. Mark suggested Dominica and Hawaii in spring. Also, complete awning for Hawaii. If we cannot fix the awning, take it down in the fall. Awning needs to be done first. Suggestion is to do Oahu in Fall of 2016. All agree. Action: Jennifer to get letter to Oahu owners. Action: John will get proposals.
Review proposed agreement for Chesapeake Roofing	John - Mana-Jit		Missing shingles have been replaced. John is still working on contract with Chesapeake Roofing. Action: John will have proposed agreement to board by next month. No issues have been reported.
Status of quotes to install cameras on Island	John - Mana-Jit		John has not received a quote from initial contractor. Action: John will get alternative proposal for board. Action: Board will need to draft appropriate notifications.
Maui Building slope causing water to run backwards toward building	John - Mana-Jit		John inspected issue. Patrick will reposition troughs and put some gravel under them. Complete. Mark replaced coyote statue.
Lighting Contract	John - Mana-Jit		Clean team is now taking care of lighting, following same process as previous contractor. John will get lightbulbs. Carol Ann suggested supplier. Marie recommended an on-line supplier. Action: John will get lighthouse and red light at entrance bulbs replaced. Tom identified issue with dock lights. Wayne added that some of the lifts are also having issues. Hypothesis is that there is a power issue. Action: John will engage an electrician to inspect the area and identify problem. Mark identified another issue with boards on the dock, specifically between Hawaii and Dominica. Some boards are loose and some nails are protruding. John has already inspected area and is continuing to inspect and repair.
Pool Signs	John - Mana-Jit		Complete.

Cayment building Circle	John - Mana-Jit		Light circle is showing rot. Maui circle is also starting to rot. John suggested that we wait until we paint Caymen in the spring. All agreed.
Hoverboards versus skateboards			Owner is concerned that people are using difference between hoverboards and skate boards to ignore our sign. Recommendation is to monitor situation for now.
Painting schedule for 2017			Only comment is that painting in the spring has more interruptions than in the fall. Will do two buidlings as planned.
Owners Directory			Owners are looking for an updated owners directory. Action: Jennifer will add form for owners to opt into public directory. She will update directory and ask Mana-Jit to send via email.
New Business - Website			Carol Ann received notice from hosting service. Several attempts to hack the website have happened. As a result, Carol Ann is submitting a proposal to update the website. Website is now under construction. Cost is less than \$1000. Question is whether we continue to have confidential site. Board agrees to keep this.
			We can require owners to submit copies of their homeowners policies. Make this an agenda item for August.
August meeting			Phone call week of August 15th. Mark will finalize date.
Adjournment			Mark motioned to adjourn. Wayne seconded. All agree. Adjourned at 12:08 p.m.