

# Casa Del Sol

## DRAFT Minutes of the Board of Directors Meeting

### September 22, 2011

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

**Joe Sheare called the meeting to order at 8:08 p.m. via conference call.**

**Participants:** Joe Sheare, John Foulkes, Mike Bufano, Anne Giannelli, and Igor Conev (Mann Properties).

**Board Members Absent:** Tom Bell, Lou Napoli, James McDonald.

**1. Reading and Approval of the Draft Minutes of the CDS Board Meeting of 8-24-11.** A motion to approve the draft minutes of the CDS Board Meeting of 8-24-11 was made by John Foulkes and seconded by Anne Giannelli. The motion passed unanimously.

**2. Financial Review:** Igor Conev (Mann Properties) reviewed the financial information:

a. Checking (1012)	\$ 26,075
b. Future Capital Improvement Fund (1080)	\$ 30,810
c. Assessments Receivable	
i. Condo Fees (1310)	\$ 4,109
d. Accounts Payable (3010)	\$ 1,686

Igor Conev reported that he had made numerous attempts (phone calls, emails, and 3 letters) to contact the one unit owner who is 2 quarterly association dues payments in arrears, with the next quarterly payment due October 1. If no payments are received by October 1, Mann Properties will initiate the process of turning the account over for collection.

Igor also confirmed the bills paid by the association since 8-24-11 as shown below:

**Bills Paid since 7-27-11:**

08/25/11	AP0000	1222	99.54	DELMARVA POWER 2113 2499 9997
08/25/11	AP0000	1223	105.89	Ed Patchett, Inc DOCK LIGHTS
08/25/11	AP0000	1224	39,706.22	HANNA, KREMER & TILGHMAN MULTI PERIL INSURANCE
09/01/11	AP0000	1225	1,054.50	MANN PROPERTIES, INC. MANAGEMENT FEE 9/11

**3. Business of the Condominium:**

**a. Carport Repair and Repainting Update.** A total of 5 bids were received for the carport repair and repainting, and John Foulkes summarized the details provided by the 5 offerors. After some discussion, Anne Giannelli made a motion to accept the bid from Smithson, seconded by John Foulkes. The motion passed with one abstention. Igor Conev will contact Smithson, and per the direction of the Board, a walkthrough will be conducted by Board members and Smithson to verify all work to be covered in the repair and repainting project.

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**b. Replacement of Damaged Car Tire Stops.** John Foulkes reported that Bob Surrette, owner of Unit 718, who owns a construction business, will provide an estimate on removing the 12 severely damaged car tire stops and replacing and installing new cement stops.

**c. Rules and Regulations Review.** John Foulkes made a motion to add rule number 10 (*"All charcoal and wood burning stoves, grills, smokers, hibachis, etc., are banned from Casa Del Sol property, and any owner in violation will be fined a minimum of \$250."*) to the existing list of rules. The motion was seconded by Anne Giannelli, and passed unanimously.

Regarding the rules violations procedures list, the Board members reviewed the modifications presented by Mike Bufano. After some discussion, a list of modifications was agreed to, and Mike agreed to update the existing procedures with these changes. Mike will forward the updated draft to the Board for final approval prior to formal publication in the next Board minutes and a one-time mailing to the association membership.

#### 4. New Business.

**a. Raccoons Follow-Up.** Anne Giannelli reported that 3 more raccoons were caught in early August in the attics of units 676 and 678. They may have been seeking cooler shelter during the continued heat at that time. Researching further and checking with Animal Control, raccoons hibernate in the winter months, seeking out warm, dry, dark safe places like our attics and/or underneath our units. Since many of us winterize, we need all owners to verify that the chases under their units are securely closed off. Since turning off the water from underneath the unit is part of this winterization, this would be the perfect time to check the chase. We need owners to also check their attics even if the air handler is not in the attic. We need to check for any evidence of raccoon/critter activity. If any evidence is found in either the attic or underneath, please contact Mann Properties. Beach Brothers ([beachbrothers@comcast.net](mailto:beachbrothers@comcast.net) - [215-264-5908](tel:215-264-5908)) have closed off chases and attics at Casa Del Sol if you want a professional to do the work.

Anne also raised the question as to whether the 700-block of units has reported any raccoon problems. None have been reported.

**b. Hurricane Shutters.** Anne Giannelli raised the issue of investigating cost of hurricane shutters on the canal side. She agreed to get some cost estimates for discussion at the October Board meeting.

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**c. Dog Clean-up at the 600-block of Units.** Anne Giannelli reported that while doing a walkthrough recently, dog poop was found under some decks at the western end of the 600 block. We want to remind owners that it is Maryland state law that dogs be leashed outdoors; no dogs should be running loose anywhere in Ocean City, which includes our property. Specifically, dogs must be on a leash on the canal side, and owners are expected to clean up after their pets. Renters and guests should be reminded of this law and their responsibility about cleaning up. Also note that a violation of Maryland state law is also a violation of Casa Del Sol rules, and violators will be fined according to the procedures.

**d. October Bulk Pick-Up.** Anne Giannelli agreed to confirm if Ocean City still conducts a bulk pick up during the month of October.

**e. Request from Owner of Unit 676.** A letter was forwarded to Mann Properties requesting payment of charges incurred to repair raccoon damage. After review by the Board, the Board reiterates its current policy that it is the owners' responsibility to protect its property against animal intrusion.

**f. Sink Hole by Piling at Unit 736.** John Foulkes reported that he observed a significant sink hole in the pavement by the outermost piling on the street side of Unit 736. According to Joe Sheare, this has been a long-term problem, with C/W Builders filling it on several occasions in the past after significant rainfalls. Joe suggested that Charles Kinelski (Beach Brothers) examine the sink hole and attempt to fill it with gravel as a short term solution.

**5. Old Business:** None.

**6. Committee Reports:** None.

**7. Violations:** None reported.

**8. Adjournment.** Having no further business, the meeting was adjourned at 9:19pm.

**9. NEXT CDS BOD MEETING – *Thursday, October 20, 2011, at 8pm, via teleconference.***