

Casa Del Sol

DRAFT Minutes of the Board of Directors Meeting

November 15, 2011

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

Joe Sheare called the meeting to order at 8:10 p.m. via conference call.

Participants: Joe Sheare, Lou Napoli, John Foulkes, Anne Giannelli, Tom Bell, and Igor Conev (Mann Properties).

Board Members Absent: Mike Bufano, James McDonald.

1. Reading and Approval of the Draft Minutes of the CDS Board Meeting of 10-27-11. A motion to approve the draft minutes of the CDS Board Meeting of 9-22-11 was made by Anne Giannelli and seconded by John Foulkes. After making the motion, Anne requested that the minutes be updated to include the original bid made by Smithson for the carport repair and repainting project, as well as the cost for the additional work. These minutes will be updated and sent out to the Board members.

2. Financial Review: Igor Conev (Mann Properties) reviewed the financial information, which was current as of November 9, 2011:

a. Checking (1012)	\$ 29,309
b. Future Capital Improvement Fund (1080)	\$ 50,530
c. Assessments Receivable	
i. Condo Fees (1310)	\$ 5,200
d. Accounts Payable (3010)	\$ 945

As an update to the above data, Igor Conev (Mann Properties) reported that as of November 15, 2011, only 3 unit owners were delinquent regarding payment of the condominium fees, for a total of \$3,250. One of the owners is delinquent by 3 quarters. Igor reported that this account has been turned over for collection. Also, letters have been sent to the other 2 owners stating that they are delinquent in paying their previous quarter's dues.

Igor also confirmed the bills paid by the association since 10-25-11 as shown below:

Bills Paid since 10-25-11:

10/25/11	AP0000	1232	92.05	DELMARVA POWER 2144 1799 9999
10/25/11	AP0000	1233	292.50	MAD ENGINEERING, INC. ON SITE INVESTIGATION
11/01/11	AP0000	1234	1,054.50	MANN PROPERTIES, INC. MANAGEMENT FEE 11/11

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3. Business of the Condominium:

a. Carport Repair and Repainting - Update. John Foulkes reported that work continues on track, and he stated that after doing an abbreviated walk through of some of the repairs last week, some of the ceiling joints still showed failed drywall tape. The original work specification included repair of these joints if needed. John informed Bobby Smithson, who replied that he would look at all ceiling joints and repair the failed ones. Also, the Board commented that a final walk through needs to be scheduled before final payment is made.

b. Replacement of Damaged Car Tire Stops – Update. John Foulkes reported that there was no new information to provide. Per the October Board meeting, it was decided to wait until the carport project is completed before proceeding with replacing the car tire stops.

c. Rules and Regulations Review. Anne Giannelli reported that she had emailed clean copies of updates to the rules and violations procedures lists to the Board members on November 13. The intention was for the Board to review and hopefully approve the updates at this meeting. Since not all Board members had time to review the updates, discussion and approval was not accomplished.

4. New Business.

a. Hurricane Shutters. Anne Giannelli provided an update regarding the purchase of hurricane shutters for the canal-side sliders and windows. She received 3 quotes from companies providing sales and installation of shutters. In addition, Joe Sheare reported that he had contacted a local vendor who provides window lamination. After some discussion, it was decided that the Board needs to develop policy regarding the installation of shutters or lamination by those unit owners who desire them. In addition, the Board requested that Igor Conev research the past minutes of the association to determine if the Board had ever decreed that those units who had shutters installed had to remove them.

b. Request for Approval for New Front Door for Unit 632. Lou Napoli made a motion to approve the request for the new front door. The motion was seconded by John Foulkes, and passed unanimously. It was noted that the color of the front door must match the color of the vinyl siding of the building.

c. Review of 2012 Budget. Lou Napoli made a motion to approve the 2012 budget for the association, as provided by Igor Conev (Mann Properties) prior to the Board meeting. The primary change over the 2011 budget is the inclusion of a 15 percent increase in the condominium dues, the purpose being to continue growing the capital reserve account. The motion was seconded by Joe Sheare, and passed unanimously.

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5. New Business – Exposed Wires. Tom Bell reported that he had seen some wires suspended in plain view in the carport of Unit 632, and was concerned that these may not have been dressed up as part of the carport repair and repainting project. It was stated that the most likely reason is that the unit owner is undertaking renovations on his own, in addition to Smithson's carport repair project, and it is the unit owner's responsibility to dress up his area. Tom also mentioned some exposed wires on the back side of unit 672. Igor Conev (Mann Properties) agreed to contact the unit owner to ascertain the situation. (Subsequent to this Board meeting, Igor reported that the owner has replied that these were wires used to operate the shutters on the canal-side of the unit, with such shutters removed before the current owner took possession.) Igor also agreed to contract Charles Kinelski (Beach Brothers) to do a walk through to identify all situations of exposed wiring on the external areas of the units.

6. Committee Reports: None.

7. Violations: None reported.

8. Adjournment. Having no further business, a motion was made by Anne Giannelli to adjourn, seconded by Tom Bell. The motion passed unanimously, and the meeting was adjourned at 9:17pm.

9. NEXT CDS BOD MEETING – *Tuesday, January 17, 2012, at 8pm, via teleconference.*
THERE WILL BE NO DECEMBER 2011 BOARD MEETING.