

Casa Del Sol

DRAFT Minutes of the Board of Directors Meeting

January 23, 2014

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

Joe Sheare called the meeting to order at 8:02 p.m. via conference call.

Participants: Joe Sheare, Lou Napoli, Mike Bufano, John Foulkes, Joe Pasqualine, and Igor Conev (Mann Properties).

Board Members Absent: Bob Surette and Tom Bell.

1. Reading and Approval of the Draft Minutes of the CDS Board Meeting of 11-21-13. *A motion to approve the draft minutes of the CDS Board Meeting of 11-21-13 was made by John Foulkes and seconded by Lou Napoli, and passed unanimously.*

2. Financial Report: Mike Bufano reviewed the financial information, current as of January 20, 2014.

a. Checking (1012)	\$ 51,080
b. Future Capital Improvement Fund (1080)	\$ 184,585
c. Assessments Receivable (1310)	
i. Condominium Fees	\$ 18,854
d. Accounts Payable (3010)	\$ 5,333.60

Sixteen (16) unit owners were in arrears (as of the January 20, 2014 financials) with respect to the January 1 quarterly condominium fee. The Accounts Payable amount shown is due from the owner of Unit 630.

e. Unit 646 Intent to Foreclose - Update. Igor reported that the unit went to foreclosure on December 18 and was bought at auction for \$160,000. Once the sale is ratified and any challenges made the current owner are satisfied, all liens must be satisfied, including all fees owed to the Association by the previous owner. This process could take as much as 3 months.

Bills Paid since 11-01-13:

12/02/13	AP2679	1377	171.33	DELMARVA POWER 2144 1799 9999
12/02/13	AP2679	1378	1,054.50	MANN PROPERTIES, INC. MANAGEMENT FEE 12/13
12/12/13	AP2684	1379	563.20	MANN PROPERTIES, INC. ADM COSTS
12/12/13	AP2684	1380	754.00	TOWN OF OCEAN CITY 13827-54958 WATER

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3. Business of the Condominium.

a. Annual Association Meeting – *Information*. Joe Sheare announced that the Annual Association Meeting is scheduled for Saturday, May 3, 2014 at 1:00 PM, at the Blue Ox Restaurant. Joe asked if any Board members were satisfied with this date; all replied in the affirmative.

4. Old Business:

a. Flood Insurance Issue - Unit 630 - *Update*. Igor reported that he is waiting to hear from the insurance investigator for the Maryland Insurance Administration regarding action to be taken regarding the adjuster's input. Currently, the claim is not settled. Igor is waiting for the unit owner to pay Royal Plus the deductible and for the owner to agree on a scope of work to settle the claim and ultimately receive a check from the insurance company. Igor stated that no word has ever been received from the unit owner himself.

b. Rethinking the Capital Reserve Study - *Update*. At the November Board meeting, it was decided that Joe Sheare, Bob Surette, Mike Bufano and Lou Napoli would serve on a subcommittee to interview all 3 bidders and submit their recommendations to all Board members to vote on a new reserve study via email. Both Bob and Lou have read the proposals; Joe indicated he will need to re-read them; Mike asked to have them sent to him. Igor stated he will re-send the proposals to all the Board members. The final decision will be reported out at the Annual Meeting.

5. New Business:

a. Broken Water Pipe – *Information*. Igor reported that the owner of unit 660 had a broken water pipe. Access to the unit was impeded since Mann Properties did not have a key to the unit. Subsequently, access to the unit was achieved and the plumber called by Mann Properties reported that the unit was not winterized and all circuit breakers in the unit were turned off.

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b. Agenda Item for the Annual Association Meeting – *Information.*

Discussion ensued among the Board members about the winterization procedures and the problems encountered so far this winter. The Board members felt that it might be best to install heat tape on the water line into each unit from the main line for all unit owners who do not have tape installed. Discussion also included who should perform the installation (e.g., certified plumber versus Beach Brothers versus unit owners who prefer to do it themselves). It was decided to put this topic on the agenda for the upcoming Annual Meeting for association member voting. In the meantime, Igor will get a price estimate from the association's plumber, which will be included in the agenda details.

c. Board Response to Unit 664 Request for Hearing. At the request of the owner of unit 664 for a hearing regarding fines that were levied during the past year, the owner was invited to call in to this meeting. The call was expected at 9:00pm.

The Board went into Executive Session at 8:42pm per direction of Joe Sheare to discuss the issue prior to the unit owner calling in and to convene the hearing with the unit owner. The Executive Session concluded at 9:25pm, at which time Joe Sheare reconvened the general Board meeting. *A motion was made by Mike Bufano to levy half of the outstanding fines (\$2000) to the unit owner, and place the unit owner into a probationary period for 2014, deferring the remaining \$2000. Further, if the owner successfully passes the probationary period, the remaining amount (\$2000) of the fines will be waived. The motion was seconded by Joe Sheare, and passed unanimously.*

Igor stated that he would call the unit owner tomorrow (January 24) to thank him for attending the conference call, and to relay this finding.

6. Violations: None reported.

7. Adjournment. The Board meeting was adjourned at 9:37pm by Joe Sheare.

8. NEXT CDS BOD MEETING – *Thursday, February 20, 2014, at 8:00pm via conference call.*