

ASSATEAGUE POINTE BOARD OF DIRECTORS MEETING

OCTOBER 20, 2007

Welcome and Called to Order by Vice President, Vince Castelli. Present at the meeting were 13 homeowners and member at large-Vince Miller, secretary-Bob Molle, recording secretary-Valerie Sharp. Absent from the meeting are Joe McGee and Troy Purnell. Vince Castelli announced to the homeowners the news of Joe McGee being taken to the hospital again. He asked that everyone put Joe in their prayers and please include 2 of our gate attendants that have serious health problems.

Pledge of Allegiance and Code of Conduct was conducted by Vince Castelli.

Property Mangers Report and Treasurers Report will not be done because Troy Purnell is absent from this meeting.

Old Business- Bob Molle addressed the roof shingles being put into the dumpsters. The board has had a discussion about roof shingles being put into the dumpster. The findings were that if you have a family member replacing your roof, you can put the old shingles into the dumpsters. If a homeowner has a contractor do the roof work, the contractor already charges for the disposal of the old roof shingles, and should not be putting them in the dumpsters. Homeowners should question whether or not they are being charged for dumping old shingles. If they are not being charged, putting in our dumpsters is OK.

The board is leaning towards concerns about the Rec. Center at night in the summer. There is a concentration of bicycles in front and the majority of them do not have reflectors or lights on them. There will be further discussion on this matter at another board meeting.

Fences have been erected in the Boat storage area and on Assateague Way by the Spray fields. These were erected to deter the traffic coming into the community from Snug Harbor and Frontier Town and using our facilities.

Water Sprinkler head- is on order from Village Greens. They will be installing a portion of pipe to go to the new rock flower bed by the playground.

Fountains- some have been shut off until we get the ponds up to their proper water level. They are all down by 4 feet and when the fountain is running it is sucking in debris and clogging it up.

Umbrellas- Have been ordered by Carl Thompson and he and Vince Castelli will deliver them when the order comes in.

Dumpsters- There was a lot of discussion about either going back to the smaller dumpsters or possibly laying a cement pad under them. If there is a concrete pad, it could be hosed off. The cost of the trash is one our most expensive cost to the community and when we went to the larger dumpsters it was done to try and save money. We get charged not only for the weight of the dumpster but also charged every time it is pulled. This will be discussed at a future meeting.

Exterminator Bids- Valerie has only had 2 responses to have a contract for the whole community for services. She told the board that only 1 bid was okay, but it's the same price if you, as a customer, just call into the exterminating company.

Activities Director- This was our first year and it went very good. We will table this agenda item until Joe returns, we are not sure what Joe wanted to address on this item.

Golf Cart sign has been put up at the Clubhouse and Vince Castelli will talk to Neil to see if the Windlass Way sign has been put up yet.

New Business:

A. Items to be considered for next year's budget:

- 1. Cameras**-located at the pier, mailboxes and dumpsters. Bob Molle explained that we have run out of fiber optics to do these particular areas, so there would be an additional cost for more fiber optics to be installed.

2. **Gate Mechanism-** The existing one is the original and we can no longer get replacement parts for this set up. The last time we had a problem we had to have a machine shop make the part that was needed.
- B. Doors to Bathroom areas-** The stall area locks are very hard to grip. This will be tabled until another meeting.
- C. Clubhouse TV-** the TV needs to be replaced. This is the TV used for the Movie Nights in the community. There was a question about needing to get a special cable box for the new high definition TV. It has been explained that if you want the high definition TV that you can get a different, more expensive-per month, cable box, or you can go with the basic cable box and you just would not have the high definition. Elaine Galeone has concerns on the cost of having a TV in the courtesy personnel shack, and is it necessary? Vince Castelli answered her by saying that he worked that late shift for several years and it's not an easy shift to work and we probably could not find someone to work that shift if they did not have the TV to fill in the quiet times in the community. Bob Molle stated that he does not have a problem with them having a TV in the guard shack as long as it doesn't interfere with their job. As long as the camera monitors are being viewed and the gate is being taken care of, and any issue of incidence that is occurring in the community. If the gate personnel are not doing their job, then we should discuss turning the TV off. Elaine Galeone asked why we have to have a person in the gate house at night. Bob explained to her that we are a gated community and we need someone to man the gate 24 hours every day. Vince Miller asked about the Rec. Center TV, not having any buttons to change channels and you can't turn it off or on without a remote.

Committee Reports:

A. Boat storage- No report

B. Beautification-Carl Thompson said he planted 4 trees and 2 have died and will call Village Greens for replacements. We will need someone to water trees whenever they are in the community. Bob Molle wanted to thank Carl & Ray Howard for always doing volunteer work in the community and what an excellent job they do. Vince Castelli asked if we still had the water tank that would fit on the back of the pick up truck. Carl said he hadn't seen that for a few years. He didn't know if it was still operational. Vince Castelli said he would talk to Neil and see what happened to it.

C. Budget- Elaine Galeone asked about the money market account having only \$701.99 instead of the \$10,000.00. Vince Castelli had talked to Kelly and was told that the money will be in the account in December. We are still are on budget.

D. ECC- Cathy Ortel -I'm really sorry Joe is not here. There is an issue about a homeowner that is violation again and a decision was tabled until the next meeting. It has been 6 weeks and it's a little embarrassing that we could not go ahead with the violation letter. This particular homeowner had several violations and had a fine imposed. The homeowner completed all the violations that were stated on the original letter. The fine was waived, however each one of the homeowners who had a fine imposed was supposed to pay an administrative fee of \$25.00, which to date has not been paid. This homeowner has several violations and I have had to wait until this board meeting to get the approval to proceed with this next set of violations, and I don't think the fine should be waived this time. **A Motion was made by Bob Molle to let Cathy Ortel proceed with the inspection and send a notice out with the list of the new violations on this particular lot. Vince Miller 2nd the motion and All were in favor.** The annual Spring inspections have to be started April 1st of next year. The ECC has to do the inspections earlier because of the time it takes to go thru the process of the fine system if necessary. Vince Castelli said if you start the inspections will the notices be received before Memorial Day. Cathy answered yes. Vince replied that a lot of homeowners do not get down here until the Memorial Day weekend and could get a fine if they do not have weeds pulled or whatever the violation might be. Cathy answered that they have 30 days to respond to the violation or just come down and fix the violation. They can fax or send a letter to the ECC with a date to let us know when the violation will be taken care of. They will not be fined if this is done.

Carl Thompson suggested that to wait for the Memorial Day weekend before sending out violation notices. Bob Molle wants a notice put into the newsletter about keeping up with taking care of weeds on a regular basis and painting the vent pipes once a year.

Cathy Ortel wants to know if Troy, as property Manager, has someone to hire to take care of the violations that were not taken care of by the homeowner. The homeowner would be billed for this and will still have the fine to pay and the administrative fee of \$25.00.

Paddleboats-Vince Castelli asked when the paddleboats will be removed from the front pond. They will be removed within 2 weeks except for the 2 that are stuck in the mud. The 2 that are stuck are over 1000 pounds, so the grounds crew might have to wait until the water level returns.

Entertainment-We need a time for the New Years Eve Party. The Suita's will be at the workers party today, so Valerie will find out the time.

The next meeting is set for December 8, 2007 at 9:00AM at the clubhouse.

Open Discussion:

Carl Thompson-Lot#108 stated that his question was to the whole board. He was concerned that there are 5 board members on the board and in listening to the conversation; the president obviously is not corresponding with any of the board members, because several issues were brought up and they have to wait until the president is back. I feel the president should have corresponded by E-Mail to let the rest of the board know what the president is planning and that these issues be discussed before the meeting with all board members. Bob Molle responded by saying the board discusses a lot of issues via e-mail every day. There are issues brought up that each of us bring up and discuss. Joe, being the president, takes all the information from the e-mail correspondences and correlates the agenda for each meeting. Joe also runs each meeting. It's not that we are disorganized; it was the timing of Joe going in yesterday is the issue. We apologize for the board seeming to be a little disorganized but we did have the agenda and I think we corresponded to the questions we needed to address.

Cathy Hardesty-Lot#248- This is concerning the ECC early inspections. Homeowners have time to respond to any ECC violation.

Cathy Ortel-Lot#338- When you receive the first notice you have 30 days to respond in writing, with a date for compliance, or fix the violation.

Carl Thompson-Lot#108-Budget Items to be considered, first there is need for stones around the pond at the clubhouse to secure the area around the edges. **2nd is the dumpsters-** could we look at a 10 inch thick concrete pad for the first 2 dumpsters, to start with, to sit on and so people could walk to the back of the dumpsters without walking in trash and mud. The other concern I have is about having more than 1 small dumpster. There are ladies and shorter people in the community that can not throw the trash bags up and over into the larger dumpsters. Bob Molle responded by saying that this issue has to come to a head. The board is concerned on the cost of the trash, and decided to put in the larger dumpsters to decrease the cost. This is because it costs so much per pull and then on top of that we are also charged for the weight. With the bigger cans, they are not getting pulled as often as the small cans would be. The problem with having the small cans is that everyone will fill them and then end up putting trash on the side of them again. Bob also stated that the dumpsters are a major issue in the community because of the cost to the association. He said that part of the problem is the renters, but homeowners are the bigger problem. The renters are not told where to put the trash and he has seen white bags in the front of some homes waiting to be picked up and homeowners just put the trash on the side of the dumpster. **Bob said as far as homeowners that rent, the board needs to address and check to make sure that everyone that rents has a lease agreement filed in the office.** This is stated in the blue book and should be enforced. **Carl Thompson's 3rd request is for every committee head to get a copy of the financial report.** He thinks it would be good for all the committee heads to find out what's going on too. Carl was told Financial reports are available upon request at the Front office. **4th is about the TV.** My wife and I

just purchased a 42 inch plasma flat screen TV for under \$1000.00. **I think the board needs to allow at least 2-\$4,000.00 in the budget for next year.** Carl's 5th request was for the **job descriptions** of the Property Manager, Grounds Crew, gate attendants and our secretary, and every employee that we have and also for every board member. If we do not have these job descriptions, I suggest that each employee be given a job description of what their specific job is. I would also like the Property Managers job description sent to me, as well as the grounds crew, secretary and courtesy personnel. Bob Molle answered him by saying that he had rewritten the courtesy personnel job description this summer. Bob commented that we should have a job description for all of our employees, and he made a note to check to see if on file.

Elaine Galeone-Lot#447-She has concerns over legal issues that may arise for the Association over the ECC fines and violations process. She is addressing the homeowner that has several different new violations from the ECC. She referred to the homeowner from the July meeting that told of her Association at home that went thru a law suit and ended up having a special assessment. Elaine was concerned that even if the Association is right, we still might be sued by this homeowner and the whole Association would have to pay for this. I just want the Association to be very careful. Bob Molle said that he did not disagree with her. Bob's next question was, Do we just sit back and do nothing and let the community go to pot? The bottom line on this issue is you can not treat people differently, everyone has to be treated the same. The Association is very uniform in every aspect of the community. Cathy Ortel said all of the fines were levied this year due to compliance from the individual homeowners involved. The process that the ECC has adopted was approved by our legal advisor. We have a process of steps to go thru before an actual fine is incurred and all have a right to appeal to first the ECC and then, if need be to the board of directors.

Melanie Dixon-Lot#20-I agree with putting in the concrete slab for the dumpsters. I think if the dumpsters were put on a concrete slab, if it got smelly and or messy, it could be hosed off. As of right now when you go down there it is very messy and smelly sometimes. In the newsletter could a note be put into it stating the problems we are facing with the dumpsters? Vince Castelli replied that it could be done, but just take a look around to see how many homeowners even show up for a meeting.

Cathy Hardester-Lot#248- Can I get a copy of the budget? Bob replied that she could go to the office for a copy. It's a matter of public record.

Carl Thompson-Lot#108- I don't want to see an increase in our homeowner's dues, but I think it is necessary. Troy has mentioned before about the cost of living index, and **I think we need an increase every year of 2% - 3%** to keep up the community, and meet the cost of living index. We need to have money in place, so we don't have to pay for a special assessment, when a situation comes up. The roads are in need of attention and that's just one item that needs to be on the budget. If we keep trying to cut the budget to the bare bones each year, and we don't do an increase, we might be looking at a special assessment. This year we had a few things that needed attention and we had to borrow from one area to get the work completed. At the end of the year will we be able to match that money that we borrowed.

Andy Lapinski-Lot#408-How many renters violate the rules? Bob Molle addressed this issue by saying that this is food for thought, there are a number of people who let their under age children drive a golf cart, there are people who ride around with no numbers on their golf carts, there are a number of people who have no lights on their golf carts, there are a number of people who do not adhere to the rules about young people unattended at the pool. But who is going to police these violations, if not the homeowners? All of us, as homeowners have to police the community. We need people to fill out the complaint forms at the office, it can't be left up to board members to ride around and monitor these violators. Without the help of homeowners we have no proof that a renter is doing something wrong and that the homeowner of the unit can't be held accountable without a complaint form filled out.

Carl Thompson-Lot#108-This summer in August my wife and I saw a man that lives on Bayridge Drive letting his 2 little boys drive a golf cart. His wife confronted the man and he told her where to go. He told her that he had been cited before and if she didn't like it, to write him up. She went to the office and filled out the **complaint form**. Carl said "The front office is one area that needs a lot of scrutiny!"

A friend of Carl & Linda had filled out a complaint form and the person who had the complaint against them came to the person's house that filed the complaint. When you fill out a complaint form, no one should say who filed the complaint. He wants to make sure that the front office is discrete, and if you want people to file a complaint, it should not be discussed with anyone, if you want cooperation from the community. **Cathy Ortel** wanted to address this situation by saying that she did get the complaint form on this matter. Normal procedure is that when you make a complaint, you get a copy and one will go to the ECC, who will look into the matter. Cathy received the complaint and she did send a letter that said they were in violation. Normally the person who makes the complaint receives a letter stating that a letter has been sent to the violator, and is now in their permanent record. The person who is on the complaint form is sent a letter and the name of the person who filed the complaint is NOT on that letter. However, if the person who has the violation against them has to go to a hearing on the matter, the person who filed the complaint will have to be there also. I did not send the woman who submitted the complaint a letter because she was on my committee, but I probably should have.

Bob Molle brought up an incident that happened in the community in which a homeowner's house was spray painted after he had reported that another homeowner's child had entered the community without signing in or using a gate card. After investigation the conclusion was without proof or somebody seeing it there was not much the Board could do. The board addressed the homeowner about the vandalism suspected to be done by their guest and asked that they talk to those people.

Cathy Ortel had a question on why these incidences with behavioral problems are not written up on a report and a letter written, so it is a matter of permanent record. If you have certain people staying at your house and there are repetitive problems happening, the homeowner has to be aware of the consequences. A letter needs to be written stating that the homeowner is responsible for their guests and their actions. These behavior issues are not being addressed at all, as far as a letter being sent to the homeowner stating the problem with their guests.

Elaine Galeone said asked if the police were called. Bob said yes in both incidents. Elaine thinks these issues should be handled by the police not the Association.

Vince Castelli asked Valerie when the next newsletter will go out. Valerie said that it would probably be in a week or so.

Bob Molle told Valerie she would have to E-Mail him for the Did You Know section for the Newsletter.

Fred Verga-Lot#469-I have to compliment all the committees and their members, and the volunteers for the good job they all have done this year. My wife and I got to spend more time here this summer and I have to say how nice everything is. This is our fourth season and I've witnessed all the improvements to the community. Even though I got written up for my roof vents. Everyone present giggled.

Bob Molle agreed with Fred saying that the community looked really good this year and there were less kid issues and less night time issues. The properties are maintained very well this year, in big part due to an aggressive ECC committee. We are working on other issues with our employees, on a little more attentiveness on what they are doing. I think we are on the right track.

Vince Castelli would like a note in the newsletter on Joe McGee's condition.

Bob Molle made a motion to adjourn; it was seconded by Vince Castelli.