

## March 17, 2007 Assateague Pointe Homeowners Meeting Minutes

- A. Call to order and Welcome:** Present were President-Joe McGee who called the meeting to order at 9:00 am. Vice President-Vince Castelli, Treasurer/Property Manager-Troy Purnell, Secretary-Bob Molle, Member at Large-Vince Miller, Valerie Sharp to record the minutes and 7 homeowners. Joe McGee led The Pledge of Allegiance and the meeting was called to order. Joe wanted the homeowners to be aware of the checks that were written out of the petty cash checkbook and made out to him. These were items that were purchased for the community. They were for the Clubhouse. The following items that were purchased: Pictures, Plants, Games and discounted Christmas decorations. Sandy McGee donated a flower arrangement and painted a couple pictures for the Clubhouse. Joe also informed us that the 2001-HOA truck is paid off as of February of 2007. He said after talking to Neil, that after this year the association will probably have to look into replacing the old grounds crew truck. Joe went on to say that the year round occupancy letters have been sent out and Troy said he has had responses returned and have been put on file.
- B. Property Managers Report:** Troy Purnell reported the APHOA Year to date Budget VS. actual was **Income under budget by \$299.33**---Administration over budget \$349.28---Maintenance over budget by **\$514.08**---Utility under budget by \$1,577.93---Amenities over budget by \$709.48. Overall we are under **Budget as of 2-28-07 by \$294.24**Copies of the year end audit are available in the front office. We have delinquency letters out, 1 has gone to the attorney and there is a lien on the property, there are 3 that are over \$1000.00 and a third delinquency letter has been sent. These homeowners will have 30 days for response before legal action will be taken.
- C. Old Business:**
- 1. Furniture Replacement:** Joe McGee ordered the new furniture from Johnny Janosik's and when they delivered he discovered they had sent a floor model, instead of a brand new sofa.. They gave him a refund and he added another table for an extra \$29.00 to the set.
  - 2. Bathroom Floors:** Joe got a bid to replace the floors in the bathrooms with tile floors for \$10,580.00, countertops-\$600.00 and to finish off the walls behind the toilets. This will be taken out of the **Special Projects Category for \$12,500.00. Vince Castelli made a motion to do all the work in the 4 bathrooms, which would include floor tile installation, new countertops and all walls finished behind the toilets. Vince Miller 2<sup>nd</sup> the motion and All were in favor.**
  - 3. Road Maintenance:** Rebuild the shoulders of Assateague Way road from the gate to the beginning of the community. Troy reported it would cost \$5,000.00 to \$6,000.00 and they can start next week. **Vince Castelli made a motion to accept the bid for the shoulder road maintenance, and is not to exceed \$5,500.00 and to re-grade the storage yard for \$1,500.00. Bob Molle 2<sup>nd</sup> the motion and All were in favor.**
  - 4. Gate Entrance Mechanism Replacement-** The bid for this was **\$12,000.00. The Board decided to table this until it breaks.**
  - 5. Carl Thompson's list-** The umbrellas, and stands have been purchased.
  - 6. Stop Signs-Vince Miller** will check all and report back his findings on replacement and repair. He also needs the reflective Stop signs not the painted.
  - 7. Choptank Electric- Joe McGee stated that the cost will be about a 2.8% increase effective April 1<sup>st</sup> of this year, where he is from. He said we should probably expect the same here.**

### D. New Business

- 1. Furnace Replacement-**The board approved the replacement of **2 furnaces in the clubhouse on February 7, 2007 after finding out they could not be repaired.** The cost was \$4,800.00 which will be taken out of the Building Maintenance Fund. The Board is looking to replace the Furnaces in the Rec. Center in 2008.
- 2. Waste Management vs Trans Atlantic-**(for Trash Removal) - Troy reported that we have a contract until November of this year. Troy was getting another bid from Waste Management, after reviewing Trans-Atlantic bid. **The Board tabled this decision until later in the year.**
- 3. Washer/Dryer replacement-Vince Castelli made a motion to purchase 5 electric coin operated Washers and 5 gas coin operated dryers at a cost of \$7,500.00 for installation and have the coinbox set for \$1.50 per load. Vince Miller 2<sup>nd</sup> the motion and All were in favor.** This expense will go under **Special Projects.** Valerie will have Habitat for Humanity pick up the old machines and

the laundry room will be closed until it is painted and the new machines are installed. For a 5 day period during the week.

**4. Camera's-Add in Clubhouse and Rec. Center-**The board discussed the addition of new cameras and decided to Table the monitor purchase until a later date. The question was brought up about the reviewing of the tapes, and who is responsible. Bob Molle suggested that the courtesy personnel have a check list, which would check for vandalism and/or damage. If there was something damaged they would return to the guard shack and review the tapes to find out what happened and write down information pertaining to the incident. Bob is making up a new check list and will E-Mail the other board members for their input.

**5. Pool Contracts-**The board tabled the pool contracts until they receive revised contract from John Jarvis. Troy will E-Mail board members when he gets the revised contract. Troy also stated the repairs that have to be completed to the Clubhouse baby pool (re-Plumbed) and the bottom of the Rec. Center pool resurfaced. The cost is \$2,500.00-\$3,000.00 which will come out of the pool maintenance account.

**6. Visitor Pass Revised-** On the new visitor passes will be rules for visiting. Joe asked to add No Pets also. Valerie will take care of.

**7. Golf Cart Registration-**The final draft for the registration form has to go to attorney, Ray Coates. Joe McGee proposed to make it May 1, 2007 to have each golf cart to be registered in the community and get a sticker. **Bob Molle made a motion to have a golf cart registration form filled out and signed and upon completion the homeowner would receive a sticker to be placed on their golf cart below their lot #. Joe McGee 2<sup>nd</sup> the motion and All were in favor. This registration form will be added to the Blue Deed Book.**

**8. Activities Director-** Bob Molle would like an announcement in the newsletter to advertise for an Activity Director.

#### **E. Committee Reports:**

**1. Boat Storage** – As of March 15, 2007 the fee goes to \$50.00. After that date the homeowner has until April 15, 2007. After April 15, 2007 you lose your storage space. All stickers must be on by Memorial Day for upcoming inspections.

**2. Entertainment Committee-** We need chair persons for the **EASTER EGG COLORING AND HUNT** and **JULY 4<sup>TH</sup> PARADE** and **MURDER MYSTERY NIGHT** and the **YOUTH CAMPFIRE**. If you can help with any of these please contact Elaine Davidson-(410-641-3710) or Valerie at the front office-(410-641-1671). Added to our Events will be a **Halloween Party** and an **“Oldies but Goodies Dance”**.

**3. Budget Committee-**Elaine Galeone had a question about the boat storage area. The storage fees are not broke down into what year they were collected, 2006 or 2007. She asked if Valerie could get that information. She asked Troy about the postage and he explained that there is a postage machine just for Assateague Pointe. Elaine had asked at a prior meeting for a line item for electric used in the common areas instead of it being lumped in a lump sum. **Troy explained to her that we could not do individual line items for each of the common areas due to pole lamps, pool pumps, the pools but he will ask John Comegys if a line item can be entered for all community electric.**

**4. ECC Committee-** Joe McGee received a letter of resignation from William LeFevre from the ECC Committee. Cathy Ortel of the ECC Committee is asking for volunteers that would be in the community for the summer to put in their Bio to the board of directors to help with the Committee. There was a question of who could take care of the used doggy bags in the off season. The can is overflowing.

**F. Upcoming Elections-**Vince Castelli, Vince Miller and Troy Purnell will be on the ballot. If you are interested in running for the board you may contact Vince Castelli or drop off your resume to Valerie at the front office.

**G. Open Discussion-**Joe McGee said this is the first time in the history of the board meeting that no one had any comments or questions. Everyone present giggled.

**H. Meeting Adjournment-**Bob Molle made a motion to adjourn the meeting. Joe 2<sup>nd</sup> the motion and All were in favor.