

SHEARWATER CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JUNE 21, 2004

PRESENT: Steve Snyder, President  
Jim Behrens, Vice-President  
Harvey Paskin, Treasurer  
Marc Hayes, Secretary  
Jim Nunneley, Director, Landscape Committee  
Carroll Stewart, Director

ABSENT: Peter Gavian, Director

ALSO PRESENT: Jim Bausell, Dockmaster  
Jay Harrison, Unit 5B2  
Mary Gibb, Unit 7A2  
Dennis Sesplankis, Brodie Management  
Sherri Kennedy, Recording Secretary

Steve Snyder, President, called the Board Meeting of the Shearwater Condominium Association to order at 7:00 P.M. The meeting was held at the Shearwater Clubhouse.

**MINUTES:**

- Jim Behrens moved to approve the April 19, 2004 Board meeting minutes as amended. Harvey Paskin seconded the motion and it carried unanimously.

**PRESIDENT'S REPORT – Steve Snyder:**

- Steve Snyder requested that Board members de-engage from the daily involvement of projects if they are not directly involved. There has been too much involvement in the day-to-day operations. The management company is responsible for overseeing the projects with the advisement from the assigned onsite representative(s). Marc Hayes agrees with Steve Snyder's request, however feels that communication is imperative and that Board members should be advised by management or project representative(s) of any changes to a project.
- Jim Behrens moved to have the management company provide daily e-mail updates. There was no second to the motion and the motion died.

**TREASURER'S REPORT – Harvey Paskin (See Attached Report):**

- See attached Budget Status as of 5/31/04.
- The Association should end the year approximately \$2,000.00 over budget with approximately \$174,000.00 in the Reserve Account. The Association should begin fiscal year 04/05 with an excess of \$15,000.00 in the Operating Account and will not have to borrow money from the Reserve Account.
- The total cost of the marina project was \$288,232.00. The loan for the marina project is \$275,000.00. Approximately \$13,232.00 from the Reserve Account was put toward the marina project.
- Budget: Harvey Paskin moved to accept the 04/05 budget as submitted to be implemented on July 1, 2004. Jim Behrens seconded the motion and it carried unanimously.

**MANAGEMENT REPORT – Dennis Sesplankis (See Attached Report):**

- See attached report.
- Item 1B – Dennis Sesplankis reported that there has been no change in the cost of the painting project as submitted by Bay Country, only in the payment schedule and he is waiting on a revised proposal.
- Item 2 – The Board denied reimbursement of \$113.39 for the repair of a painting that was damaged in unit 11A1 due to a hot water heater leak from the unit above. This should be a covered loss by the homeowner's personal insurance.
- Item 3 – The exterior exhaust cover will be replaced at unit 12A3.
- Item 5 – The Board approved the installation of a sump pump at building 3 for a cost of \$600.00.

- Item 11 – Dennis Sesplankis will draft a letter for Board approval to be forwarded to 15A2 in response to the correspondence received dated June 2, 2004.
- Front entrance damages – The Association’s insurance company has been contacted and they will contact the vehicle owners insurance company. The case remains open. Brickman has submitted a proposal and recommends deep root fertilization for a cost of \$255.00. They also proposed to trim away the lower branches that may be dead, remove the roots from the damaged shrubs, furnish and install 10 flats of Euonymus and 3 Rhododendron at a cost of \$1,310.00.

**COMMITTEE REPORTS**

**Architectural/Building Report – Jim Nunneley (See Attached Report)**

- See attached report.

**Marina Committee – Jim Bausell (See Attached Report)**

- See attached report.
- Harvey Paskin reported that the total marina billing for the fiscal year was approximately \$40,750.00.

**Landscape Committee – Jim Nunneley (See Attached Report)**

- See attached report.
- Jim Nunneley submitted correspondence from the City of Annapolis, Department of Neighborhood and Environmental Programs advising the Board that tree topping of the Sycamore Trees along Spa Creek without prior written approval is a violation of city code 14.12.150 and any person committing this violation is guilty of a municipal infraction and subject to a \$100.00 fine for any single initial violation and a \$100.00 fine for a repeat or continual violation.

**Pool and Activities Committee – Carroll Stewart/Pat Duvall:**

- Carroll Stewart reported that everything seems to be running smoothly. The pool opened one day late due to staffing issues.

**OPEN FORUM:**

- No Discussion.

**OLD BUSINESS:**

- Building 7 & 8 hill erosion – Mary Gibb and Pat Duvall are working on gathering information for this project. They have received a cost of \$30.00 - \$40.00 per linear foot to install Biologs, a bay friendly habitat. Mary Gibb reported that there is only 6 – 8 feet between the bottom deck and the shoreline and that this project deserves immediate attention. A meeting has been scheduled, unless Brodie Management is unavailable, for June 29<sup>th</sup> at 9:00 A.M. with a contractor who Jim Behrens has had dealings with, Jim Behrens, Brodie Management, Pat Duvall and/or Mary Gibb to discuss the erosion situation and determine the urgency of the repair. The Board would like Pat Duvall and Mary Gibb to provide them with costs and options to contain the shoreline. Dissen and Juhn will submit proposals based on the three options provided by the Department of Natural Resources (DNR).

**NEW BUSINESS:**

- The next management report will suggest that homeowners have their hot water heaters and washer hoses inspected to ensure proper working order. The Association is not responsible for damages caused by either of these appliances.
- Homeowners are responsible for cleaning and sealing their decks as they are a limited common element (LCE). The next management report will also provided homeowners with ways to clean the decks as well as seal them and remind them to contact their neighbors of work being perform so as to avoid inconveniences and/or damages.
- The Architectural Committee will look into using composite materials for deck and railing replacement.
- Steve Snyder will coordinate the posting of items on the community bulletin board.

**NEXT BOARD MEETING:**

The next Board of Directors Meeting will be Monday, July 19<sup>th</sup>.

**ADJOURNMENT:**

With no further business to discuss, Harvey Paskin moved to adjourn the meeting. Marc Hayes seconded the motion and it carried unanimously. The meeting was adjourned at 8:50 P.M.

Respectfully Submitted,

Sherri Kennedy, Recording Secretary

Approved: \_\_\_\_\_

Date: \_\_\_\_\_