

SHEARWATER CONDOMINIUM ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING/BUDGET HEARING
JUNE 15, 2009

PRESENT: Geri Smith, President/Website Coordinator
Harvey Paskin, Treasurer
Susan MacMillan-Finlayson, Secretary
Phil Hatchard, Director (Treasurer in training)
Tina Ligon, Director
Ron Faulkner, Director

MAMBERS ABSENT: Pat Duval, Vice-President

ALSO PRESENT: Scott Ligon, Dockmaster
Jean Watts, Unit 13A2
Frances Higgins, Unit 4B2
Jay Harrison, Unit 5B2
Shirl Nelson, Unit 15B2
Peter Gavian, Unit 12B3
Eric & Carleen Petterson, Unit 1B3
Skip Smith, Unit 5B1
Barbara Britt, Unit 4A
Linda Lawson, Unit 1B1
Fern Sargent, Unit 7B2
Linda Pohuski, Unit 13A3
Rainette Bannon, Unit 4A2
Heather Gummel, Brodie Management
Sherri Kennedy, Recording Secretary

Geri Smith, President, called the Board Meeting of the Shearwater Condominium Association to order at 7:05 P.M. The meeting was held at the Shearwater Clubhouse.

MINUTES:

- Phil Hatchard moved to approve the May 18, 2009 Board of Directors Organizational meeting minutes as submitted. Harvey Paskin seconded the motion and the vote carried unanimously.

PRESIDENT'S REPORT – Geri Smith:

- No Report Provided

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

- See attached report. Report may also be viewed on the Shearwater website.
- Shearwater will have a positive cash flow at year end. Approximately \$15 – 20, 0000.00 in excess will go into the Reserve account.
- Received some late invoices (pest control - \$3,000.00).
- The 09/10 proposed budget notice was mailed to the community on May 19th. The Board is proposing a 3% increase.
- Phil Hatchard will become the new treasurer and will work on a Reserve Plan and a Landscape budget.

MANAGEMENT REPORT – Heather Gummel (See Attached Report)

- See attached report.
- There have been some changes in insurance requirements. *Information taken from Management Report: The Maryland legislature has finalized the law regarding the master policy deductible for condominiums. As of June 1, 2009, if the cause of any damage to or destruction of the damage or destruction originated is responsible for the council of unit owners' property insurance deductible, not to exceed \$5,000.00. Shearwater's current deductible id \$1,000.00. Insurable losses will only be covered....maintenance repairs are not insurable losses. Notices must be provided to homeowners annually outlining insurance information/requirements. Sherry*

recommended inviting Jack Hutchinson, Nationwide Insurance representative, to the next Meeting.

- Heather Gummel met with John Guthrie to discuss the lighting situation. John Guthrie explained that all of the building lights are operated by sensors attached to the roof, except for buildings 15 & 16. In buildings 15 & 16 the individual unit lights are on sensors and because the stairwells are dark, the sensors are on all day. The parking area and landscape lights are on timers. John Guthrie will be able to switch the building sensors to timers for \$300.00. Heather Gummel will discuss further options with John Guthrie.

COMMITTEE REPORTS:

Marina Committee – Scott Ligon

- Report may be viewed on the Shearwater website.
- 5 GCE available for lease.
- Three on waiting list for B dock. One on waiting list for Kayak.
- Provided information on a plastic floating dock which would require no Federal and State permits to install. The cost is \$7,000.00. Scott Ligon will get pricing to install a wood floating dock which would require Federal and State permits. He estimates the cost to be \$10,500.00

Grounds and Landscape Committee Report – Shirl Nelson

- Shirl Nelson welcomed Francis Higgins to the committee. She is a landscape designer.
- The committee is soliciting proposals to have two trees removed. A letter was received by the neighbor behind the tennis courts requesting that the health of the trees in this area be assessed. The committee will have these trees inspected.
- Andino's has performed the spring trimming.
- Oyster shells will be used to touch up and replenish the pathways and any left over will be stored.
- The committee is looking into phasing in an irrigation system over three years. First phase: entrance, second phase: half of the buildings, third phase: last half of the buildings. Don Kadonoff has received an estimate.

Architectural Committee – Phil Hatchard

- Phil Hatchard reported that Connie Cadwell will be the new Architectural Committee Chairperson.

Pool and Activities Committee – Tina Ligon

- The June 6th pool party was a success.
- Happy Hour event will be held from 6:00 p.m. – 8:00 p.m. on July 11th.
- Working on repairing the flag pole
- Tina Ligon reported that the extended hours seem to be working out well.

OLD BUSINESS:

- No old business reported.

NEW BUSINESS:

- A concern was raised concerning the stairwell cleaning. Would like to make sure that the building debris is removed from the property every Friday. Brodie will inspect the property every Friday.
- A question was raised as to the possibility of following up on submitted work orders. Heather Gummel will follow up with Leona about posting the maintenance item list on the website. One item reported that is still outstanding is a melted heating unit in the storage facility of building 15.
- A complaint was raised about some parking issues in the circle parking lot near buildings 11 & 12. Vehicles with out parking stickers are occupying parking spaces. The Board will begin towing vehicles without the appropriate community identification. Tina Ligon will distribute a letter reminding homeowners to make sure that the appropriate community identification must be posted on each vehicle and that failure to do so may result the vehicle being towed. Towing costs will be included in this letter to the homeowners.
- Remaining siding will be removed from the parking area. Heather Gummel will follow up on this matter.
- Raccoon traps have been up set at building 7. Heather Gummel will find out the location of the trap and have the damage assessed. Raccoons have also been seen at buildings 7, 13 and 16.

- A proposal has been received from Jay Harrison for a cost of \$150.00 per quarter to continue as webmaster. Phil Hatchard moved to approve this proposal, Tina Ligon seconded the motion and it carried unanimously.
- Concerns have been raised regarding the digital conversion. Shearwater is considered a bulk account and he has been unable to get any information about the conversion. Harvey Paskin suggests that someone visit the office. Something will be put on the website advising homeowners about the channel reprogramming.

BUDGET:

- Tina Ligon moved to approve the 09/10 proposed budget with a 3% increase. Susan MacMillan-Finlayson seconded the motion and the vote carried unanimously.

NEXT BOARD MEETING:

The next Board of Directors meeting is scheduled for Monday, September 21, 2009 at 7:00 p.m.

ADJOURNMENT:

With no further business to discuss, Tina Ligon moved to adjourn the meeting. Ron Faulkner seconded the motion and the vote carried unanimously. The meeting was adjourned at 8:25 P.M.

Respectfully Submitted,
 Sherri Kennedy, Recording Secretary

Approved: _____
 Date: _____