

SHEARWATER CONDOMINIUM ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING/BUDGET HEARING  
SEPTEMBER 21, 2009

PRESENT: Gerri Smith, President  
Pat Duval, Vice-President  
Phil Hatchard, Treasurer  
Frances Higgins, Director  
Tina Ligon, Director  
Ron Faulkner, Director

MAMBERS ABSENT: Susan MacMillan-Finlayson, Secretary

ALSO PRESENT: Scott Ligon, Dockmaster  
Don & Geraldine Kadonoff, Unit 16A  
Shirl Nelson, Unit 15B2  
Milton McMahan, Unit 1A1  
Skip Smith, Unit 5B1  
Barbara Britt, Unit 4A  
Carol Schaake, Unit 1A3  
Harold Shaw, Unit 13B2  
Linda Pohuski, Unit 13A3  
Rainette Bannon, Unit 4A2  
Janet Mahoney, Unit 14A1  
Connie Cadwell, Unit 16A1  
Leona, Brodie Management  
Sherri Kennedy, Recording Secretary

Gerri Smith, President, called the Board Meeting of the Shearwater Condominium Association to order at 7:04 P.M. The meeting was held at the Shearwater Clubhouse.

**MINUTES:**

- Tina Ligon moved to approve the June 15, 2009 Board of Directors meeting minutes as submitted. Ron Faulkner seconded the motion and the vote carried unanimously.

**PRESIDENT'S REPORT – Gerri Smith:**

- Harvey Paskin moved in July and Frances Higgins was appointed by the Board to fill the vacant position on the Board. A vote was conducted by e-mail.
- A letter was received from Carolyn Boehm, a neighbor outside of Shearwater, requesting permission to use the tennis court. The Board voted unanimously to deny this request. Brodie will forward a response letter to the homeowner with the Board's decision.
- The scooter parking area has been removed creating additional parking.
- Comcast will be on site on Wednesday between 4 – 8 p.m. to install adaptor boxes for the digital conversion that will occur on 9/28.

**TREASURER'S REPORT – Phil Hatchard (See Attached Report)**

- See attached report. Report may also be viewed on the Shearwater website.
- The Association is slightly over budget, mostly due to seasonal repairs.
- Several potential costs associated with the Reserve Budget have been identified. In 2002 the Association hired a professional to conduct a Reserve Study. Phil Hatchard and a committee are reviewing this report to budget and prepare for future reserve repairs/replacements.

**MANAGEMENT REPORT – Leona (See Attached Report)**

- See attached report.
- Brodie Management will check the agreement with Blair Construction concerning the deck replacement of units 15A3, 3B3 and 14A3. It will be confirmed that 15A3 is covered with the extra wood and 3B3 and 14A3 will be an additional \$4,100.00.
- The Board would like insurance quotes when the policy is up for renewal.

- Brodie Management will contact Scardina to see if they will include a cover to the control box in the cost of the new air conditioning unit that was just installed.
- Proposals will be requested for gutter cleaning/clearing.

#### **COMMITTEE REPORTS:**

##### **Marina Committee – Scott Ligon (See Attached Report)**

- Report may be viewed on the Shearwater website.
- New floating dock information will be forwarded to the Board once it is received.
- Shearwater is participating in a state oyster program, so 14 oyster cages have been scattered around the property.

##### **Grounds and Landscape Committee Report – Shirl Nelson**

- Committee developed an RFP for the irrigation system, proposals were received, interviews conducted, references checked, and a recommendation presented to the Board. The Committee recommends Terra Nova for a three year phased irrigation plan. They have done work in the community over the past 8 years and supplied the best warranty package. The cost of the first phase is \$15,000.00 or \$60,000.00 to complete the entire project. Phil Hatchard moved to enter into a three year contract with the stipulation that phase 2 and 3 are optional. Frances Higgins seconded the motion and it carried unanimously. The Committee will contact Terra Nova regarding the possibility of a discount if the Association signs off on all three phases to be completed over three years.
- Several dead trees were removed from the community for liability purposes.
- The Committee continues to monitor Andino's Landscaping. Ivy was removed from growing on several buildings. Ron Faulkner has spoken to Andino's about blowing the debris into the parking area and removing it from the property. He suggested looking into a commercial vacuum.
- Prepared fresh landscape idea to occur once sprinkler system is installed. Requested proposal for additional maintenance cost from Andino's.
- Replaced plantings at buildings 5, 13, and 11.
- Looking for Building Captains requests for fall plantings.
- Working on correct trimming technique to help avoid some of the tree droppings.
- Met with Annapolis arborist for feedback on requests from community for replacement alternatives.
- The Landscape Committee has volunteered to number lights to identify locations and improve light replacement/repairs.

##### **Architectural Committee – Connie Cadwell**

- Building 11 hand rail – Feels it looks unfinished. All other handrails are weathered. John Guthrie will be asked to run a belt sander over the railing to soften it up.

##### **Pool and Activities Committee – Tina Ligon**

- Tina Ligon reported a successful pool season. There were four parties and a new flag pole was installed.
- The pool closing has been completed. The insurance company has been contacted and determined that the pool deck may still be used after the pool has been covered. It was not determined how homeowners would gain access to the pool once it is locked.
- Brodie Management will have the phone service to the pool turned off.

#### **OLD BUSINESS:**

- No old business reported.

#### **NEW BUSINESS:**

- 13A2 reported woodpeckers at building. Brodie management will check when last termite inspection occurred and will have Corporate Services inspect.
- The Board will look into sharing shuttle service with President's Point during the Parade of Lights.

#### **NEXT BOARD MEETING:**

The next Board of Directors meeting is scheduled for Monday, November 16, 2009 at 7:00 p.m.

**ADJOURNMENT:**

With no further business to discuss, Ron Faulkner moved to adjourn the meeting. Tina Ligon seconded the motion and the vote carried unanimously. The meeting was adjourned at 8:45 P.M.

Respectfully Submitted,

Sherri Kennedy, Recording Secretary

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

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