

SHEARWATER CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
NOVEMBER 19, 2007

PRESENT: Jay Harrison, President/Website Coordinator
Fern Sargent, Vice-President
Harvey Paskin, Treasurer
Marc Hayes, Secretary
Jim Nunneley, Director/Grounds & Landscape Committee Chairperson
Jim Behrens, Director/Pool Committee Chairperson

MEMBERS ABSENT: Shaila Aery, Director

ALSO PRESENT: Tina and Scott Ligon, Unit 3A
Rainette Bannon, Unit 4A2
Barbara Britt, Unit 4A
Ian Sargent, Unit 7B2
Pat Duval, Unit 7A3
Linda and Michael Pohuski, Unit 13A3
Marie and Lewis Saccoccio, Unit 11A
Susan MacMillan, Unit 2A
Lois McGovern, Unit 15A2 & 11A1
Mark Moran, Unit 10
Peter Gavian, Unit 12B3
Phil Hatchard, Unit 13B1
Carleen and Eric Petterson, Unit 1B3
Harold and Rose Ann Shaw, Unit 16B2
Heidi Smith, Unit 14B3
Leona Busija, Brodie Management
Patty Neighoff, Brodie Management
Sherri Kennedy, Recording Secretary

Jay Harrison, 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:

- The approval of the September 17, 2007 Board meeting minutes was tabled until the next Board meeting.

PRESIDENT'S REPORT – Jay Harrison:

- Jay Harrison reported that the gate manufacturer is fabricating a new gate and it should be ready by the end of November. Once the gate is received by Long Fence, it will be installed immediately.
- Jay Harrison reported that Jim Nunneley and Marc Hayes will be resigning from the Board. Jim Bausell will also be resigning from his position as Dockmaster. Mark Moran will take over as Grounds & Landscape Chairperson and Scott Ligon will take over as Dockmaster.

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

- See attached report.
- The Association is about 1/3 through the year and has spent about 1/2 of the Building Maintenance line item budget. Other than this, the Operating budget is on track.
- The Association is in the process of paying down the \$275,000.00 loan. Would like to have the loan paid off by December 2008.

MANAGEMENT REPORT – Patty Neighoff (See Attached Report)

- See attached report.
- There are currently 19 rental units.

COMMITTEE REPORTS:

Marina Committee – Scott Ligon

- There are no available dinghy spaces.
- There are currently nine slips available for lease.
- The new life rings have been installed.

Grounds and Landscape Committee Report – Jim Nunneley (See Attached Report)

- See attached report.

Architectural Committee – Michael Yerman

- No report provided.

Pool and Activities Committee – Jim Behrens

- No report provided.

OLD BUSINESS:

- A structural engineer was asked to submit a proposal to inspect all the decks and determine a replacement strategy. The structural engineer, David Wallace, would like to have a general contractor inspect all the decks. Once the inspection is completed, Mr. Wallace will provide a structural analysis of the worse case decks. The Board would like to hire a contractor to inspect the decks. Proposals will be solicited. Once the inspection has been completed, the Board will determine if it is necessary to hire a structural engineer. A notification of when the inspections will occur will be posted at the mailboxes.
- Susan MacMillan, Unit 2A (see attached information) – She reported that the deck of unit 2A1 has been modified and upon inspection by the Architectural Committee it was noted that it is not in conformity with the Architectural Rules and Regulations. The deck design collects and traps dirt and leaves that are unsightly and causes mold build up on her deck. It has been determined that the deck at unit 2A1 was replaced by the Association. Ms. MacMillan is requesting that the deck of 2A1 be upgraded to Shearwater standards and brought into structural conformity. Discussion ensued regarding deck options. One option would be to overlap the current deck with trek running the other direction. Another option would be to install a waterproof membrane. The deck should also be inspected to determine if structurally sound. Proposals will be solicited for both methods of repairs for the Board to Review.
- Decks – Harvey Paskin suggests that the Board hire a contractor to inspect all 93 decks for structural integrity. Also solicit proposals for re-decking with trek and installing a membrane over the plywood.
- Lewis Sascoccio, unit 11A – Mr. Sascoccio was again formally requesting to install a handrail on the stairs leading to unit 11A. Mr. Sascoccio reported that such a handrail is part of the Annapolis Municipal Code, as well as ADA. Patty Neighoff, Brodie Management, reported that there is no law with Anne Arundel County requiring a handrail in this location. Mr. Sascoccio feels that a handrail in this location would be consistent with the current architectural integrity of the community. Harvey Paskin moved that Brodie Management contact the City of Annapolis to determine if a handrail is required by code in this location and if it is not required by code, the installation will not occur. Fern Sargent seconded the motion and it carried three to one.

NEW BUSINESS:

- Lois McGovern, unit 11A1 – Reported a flooding incident that involved blockage in the main line outside of unit 11A. She is suggesting that a contractor have the authority to contact the appropriate parties when a situation is deemed an emergency. A procedure has been submitted to the Board by Brodie Management for their review. From now on all plumbing issues will only be directed to Heidler Plumbing.
- Heidi Smith, Unit 14B3 – Is requesting approval to install a lift at slip number 57. The lift will be very similar to the one at slip 16.
- Rainette Bannon, Unit 4A2 – Ms. Bannon reported sitting water under the A/C units on the roof of building 4. John will be asked to inspect the roof to see if the gutters are clogged and check for blockage.
- Pat Duvall, Unit 7A3 – May need to add an additional light to light up the side of the building. Pat Duvall will meet with John Guthrie.

NEXT BOARD MEETING:

The next Board of Directors meeting is scheduled for Monday, January 21, 2008.

ADJOURNMENT:

With no further business to discuss, Jim Nunneley moved to adjourn the meeting. Fern Sargent seconded the motion and it carried unanimously. The meeting was adjourned at 8:50 P.M.

Respectfully Submitted,

Approved: _____

Sherri Kennedy, Recording Secretary

Date: _____