

SHEARWATER CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
JUNE 16, 2008

PRESENT: Jay Harrison, President/Website Coordinator
Harvey Paskin, Treasurer
Tina Ligon, Secretary
Pat Duval, Director
Ron Faulkner, Director

MEMBERS ABSENT: Fern Sargent, Vice-President
Jim Behrens, Director/Pool Committee Chairperson

ALSO PRESENT: Scott Ligon, Unit 3A, Dockmaster
Mark Moran, Unit 10, Grounds & Landscape Committee Chairperson
Barbara Britt, Unit 4A
Peter Gavian, Unit 12B3
Charles Trefny, Unit 9A
Frank Bolling, Unit 15A1
Shirl Nelson, Unit 15B2
Milton McMahan, Unit 1A1
Rainette Bannon, Unit 4A2
Patty Neighoff, Brodie Management
Liona, Brodie Management
Sherri Kennedy, Recording Secretary

Jay Harrison, President, called the Board Meeting of the Shearwater Condominium Association to order at 7:02 P.M. The meeting was held at the Shearwater Clubhouse.

MINUTES:

- Harvey Paskin moved to approve the April 21, 2008 Board Organizational meeting minutes as submitted. Tina Ligon seconded the motion and the vote carried unanimously.

PRESIDENT'S REPORT – Jay Harrison:

- During a recent twelve hour electricity outage, the front gate would not open unless you had a remote. Measures will be taken to ensure that all homeowners are aware of how to manually open the gate if this should occur again in the future.

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

- See attached report.
- The Association is over significantly, about \$2,000.00, in the Attorney Fees line item. This is due to the Association following its' Collection Policy in an attempt to collect unpaid fees.
- The marina loan has been paid off.
- The Reserve Account Balance is \$188,000.00
- The only expenditures foreseen in the next 4 – 5 years is deck repairs/replacement.
- The Association should end the year within budget.
- A draft of the budget went out to the homeowners for their review. Harvey Paskin moved to accept the proposed budget with a 3% monthly increase. Pat Duval seconded the motion and it carried unanimously.

MANAGEMENT REPORT – Patty Neighoff (See Attached Report)

- See attached report.
- The Board advised Patty Neighoff that in the future to provide homeowners with contractor information for them to make their own arrangements rather than her scheduling appointments.

COMMITTEE REPORTS:

Marina Committee – Scott Ligon (See Attached Report)

- See attached report.
- Scott Ligon will meet with John Guthrie regarding light replacements.
- All leaks have been repaired.
- Some deck boards will need replacing. Scott Ligon will meet with John Guthrie to discuss replacement.
- Homeowners may have noticed a Jet Ski on property. Scott Ligon advised homeowners if there are any issues with noise or speed, they can contact the Harbor Master.
- Patty Neighoff will contact the insurance company concerning liability coverage for damages caused by Jet Skis of owners or guests.

Grounds and Landscape Committee Report – Mark Moran (See Attached Report)

- See attached report.
- Ron Faulkner suggested putting together a watering team before it gets too dry. He suggested one volunteer per building.
- Ron Faulkner reported problems with an ant hill near the dock near buildings 11 and 12. Mark Moran will e-mail Patty Neighoff with the name of a barrier spray that he has used in the past. Mark Moran will also contact Economy Pest for a solution and cost.

Architectural Committee – Phil Hatchard

- Jay Harrison reported that there are no new items to report.

Pool and Activities Committee – Tina Ligon

- The life guards have been cleaning the furniture and bringing the pool back into order.
- Tina Ligon is in the process of getting new furniture and umbrellas (2 tables and 3 umbrellas).
- Tina Ligon is creating a check list for the life guards. She has been in contact with Anchor Aquatics.
- The awning at the pool needs scrubbing. It was discussed that all the building awnings need to be cleaned. Harvey Paskin will provide Patty Neighoff with the name of the contractor who has performed this service in the past so she may solicit a proposal. Patty Neighoff will solicit two additional proposals as well.
- The pay phone at the pool has been removed and replaced with a regular phone; reducing the monthly cost from \$75.00 to \$35.00.
- Researching the benefits of renting v.s. purchasing a water cooler.
- The Pool Party is scheduled for this Saturday.

OLD BUSINESS:

- Cunningham Contracting, Inc. has performed an inspection of all the decks in the community and provided the Board with a report of their findings and recommendations. According to this report, a total of 11 decks need total replacement. Several shed doors were noted as requiring replacement as well. An RFP has been developed and proposals will be solicited. Harvey Paskin will include debris clean-up of the unit and surrounding units into the RFP. Mark Moran will help monitor the contractors.

NEW BUSINESS:

- Harvey Paskin discussed the idea of adopting Building Captains that would be responsible for reporting such things as light bulb replacement, general building maintenance, etc....
- Harvey Paskin will draft a letter to Jonas Brodie advising him that management needs to be more responsible for enforcing the Association's Documents on such issues as parking stickers and lease agreements.
- Ron Faulkner has offered to host periodic welcoming receptions at his home to give the Board an opportunity to review the community rules and regulations with new homeowners and renters. Patty Neighoff will supply the Board with a list of renters in the community.
- Peter Gavian would like a written statement on the Association's boat lift policy. This will be forwarded to him.
- Frank Bolling thanked all for being so nice to the Houseman's who lost everything in hurricane Katrina. Frank Bolling just recently had his breaker box replaced and reported that the aluminum couplings cause vibrating which cause a breach in the flow. The breaker box crumbled and could be a potential safety hazard. He suggested that the Association hire a contractor to inspect every

breaker box. Frank Bolling will have his electrician draft up an RFP and the Association will hire a contractor to inspect each breaker box.

- Milton McMahon, unit 1A1, had some water damage to his unit and an appointment was scheduled with John Guthrie who did not show for the appointment. Patty Neighoff will contact John Guthrie concerning this matter.
- A Capital Assessment bill has been received from the City of Annapolis for \$25.00 for sidewalk fees. The Association will have the attorney review this bill.
- Ron Faulkner noted several fogging windows in the community where the seal has broken. Jay Harrison will contact Phil Hatchard regarding this issue and will have the committee cite any units requiring repair/replacement.

NEXT BOARD MEETING:

The next Board of Directors meeting is scheduled for Monday, September 15, 2008 at 7:00 p.m.

ADJOURNMENT:

With no further business to discuss, Tina Ligon moved to adjourn the meeting. Pat Duval seconded the motion and it carried unanimously. The meeting was adjourned at 8:38 P.M.

Respectfully Submitted,

Sherri Kennedy, Recording Secretary

Approved: _____

Date: _____