

SHEARWATER CONDOMINIUM ASSOCIATION
ANNUAL MEETING/BUDGET HEARING
APRIL 18, 2011

PRESENT: Gerri Smith, President
Pat Duval, Vice-President
Susan MacMillan-Finlayson, Secretary
Phil Hatchard, Treasurer
Frances Higgins, Director

ABSENT: Tina Ligon, Director/Pool Committee Chairperson

ALSO PRESENT: See Sign-In Sheet
Eric Petterson & Skip Smith, Dockmaster
Ron Faulkner, Grounds & Landscape Committee Chairperson
Rainette Bannon, Architectural Committee
Lee Crutchley, Brodie Management
Heather Gummel, Brodie Management
Sherri Kennedy, Recording Secretary

Call to Order

Gerri Smith, President, called the Shearwater Condominium Annual Meeting to order at 7:00 P.M. The meeting was held at the Shearwater Clubhouse. Gerri Smith welcomed the homeowners and introduced the Board members and the Brodie Management representative.

Roll Call and Certification of Proxies

Gerri Smith informed the members that the proxies were certified and a quorum was established with members present in person or by proxy.

Proof of Notice of Meeting

In accordance with Article 4, Section 5 of the Association's Bylaws a notice of the meeting was mailed to all homeowners on 3/18/11.

Approval of the Minutes:

A copy of the April 19, 2010 Annual Meeting Minutes were provided. Frances Higgins moved to accept the meeting minutes as submitted. Susan MacMillan-Finlayson seconded the motion and it carried unanimously.

Introduction of Candidates

The two incumbent candidates introduced themselves. These candidates are: Phil Hatchard and Gerri Smith. Susan MacMillan-Finlayson will not seek another term. Don Kadanoff has been nominated and placed on the ballot. There are four open positions. Susan MacMillan-Finlayson moved to accept the nominees, Frances Higgins seconded the motion and it carried unanimously.

Call for Nominations from the Floor

There were no nominations from the floor.

Voting and Collection of Ballots

Based on a vote of acclamation, the nominees were elected to the Board.

President's Report – Gerri Smith:

- No Report Provided

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

- The financial statement as of 3/31/11 and the 2011/2012 proposed budget were available for the members present to review.
- Report submitted: The bottom line looks healthy in both accounts, but as related in the 2012 budget explanation, the Association is not keeping up with the expenses in terms of the

recommendations made by Miller Dodson. To be on track with the plan, the Association should have an end of fiscal year Reserve Fund balance of \$356,000, plus a "Painting" line item with a balance of \$125,000. The projected Reserve Account is approximately \$100,000.00 short and \$125,000.00 in a future Painting line item.

- One category of concern in the March summary is the Snow Removal line item. Upon research from Brodie Management, all costs are legitimate and in accordance with the contract. There was a lot of ice treatment this year. The expenses were \$15,324.00 and \$5,000.00 was budgeted.
- There was a cost reduction in the Operating Account in trash and insurance.
- A 10% increase is proposed in the 2012 budget to keep up with the expenses. Charles Trefrey moved to strike the Landscape line item from the budget. Shaila Ayery seconded the motion. Mary Irace amended the motion to reduce the Landscaping budget by \$5,000.00. The vote was not seconded. With a vote of 1 – 23, the motion did not carry. Susan MacMillan-Finlayson moved to accept the proposed budget as submitted, Frances Higgins seconded the motion and the motion carried unanimously.

COMMITTEE REPORTS

Marina Committee – Eric Petterson & Skip Smith (See Attached Report)

- The Dockmaster is requesting to relocate the three unidentified kayaks temporarily under the enclosed area under the swimming pool deck until they are sold or claimed. Susan MacMillan-Finlayson moved to accept this request. Frances Higgins seconded and the motion carried unanimously.
- The committee is researching the possibility of replacing the wooden marina ladders. They may be able to be replaced with aluminum ladders.

Landscape Committee – Ron Faulkner (See Attached Report)

- See attached report
- Report provided to those present.
- It was suggested that an article be placed in the next newsletter advising homeowners that they may install plantings after a committee review.
- The committee will review the area between buildings 4 and 5 for possible tree replacement.

Pool and Activities Committee – Tina Ligon presented by Gerri Smith

- No report submitted
- Items are being repaired to prepare for the pool opening in May.
- A community barbeque is tentatively scheduled for June 11th.

Architectural Committee – Rainette Bannon

- No report submitted.
- All requests submitted have been within the guidelines and approved.
- An article outlining the architectural request procedures will be placed in the next newsletter.

RESULTS OF THE ELECTION:

Based on a vote of acclamation, following were elected as Board Members to serve a two year term: Phil Hatchard, Don Kadanoff, and Gerri Smith

UNFINISHED BUSINESS:

- The Board approved to replace the 10 recycling totes with a co-mingled recycling dumpster at the entrance trash area. The dumpster is too large for the area near building 3 and 4, so the totes will remain. This is a cost savings of \$600.00 per month. Heather will find out if the totes are co-mingled as well.
- Pat Duval moved to open up a money market account with Arundel Federal to be used specifically for building maintenance. Phil Hatchard seconded the motion and it carried unanimously. The signers on the account are Gerri Smith, Phil Hatchard, and Jonas Brodie.
- Heather is soliciting prices for sealcoating and powerwashing. A concern was raised about powerwashing pressure treated wood. Heather will research to see if this should be done.
- The deck wood is currently being recycled.

NEW BUSINESS:

- Heather will supply Rainette Bannon with the Tenant/Owner ratio.

NEXT BOARD MEETING:

The next Board of Directors Meeting is scheduled for Monday, June 20th.

ADJOURNMENT:

With no further business to discuss Frances Higgins moved to adjourn the meeting. Pat Duval seconded the motion and the meeting was adjourned at 8:54 P.M.

Respectfully Submitted,

Sherri Kennedy, Recording Secretary

Approved: _____

Date: _____