

**Pines Point Marina, a Condominium
Board of Director's Minutes
Meeting June 6, 2015**

ATTENDANCE:

Board Members Present: Bob Hillegass, President; Jack Martin, Vice-President/Secretary; Ron Wanner, Treasurer, Marty Groff, Anna Vitak, and Linda Dearing. Dan Cheng attended by telephone.

Others Present: George Maynard, Manager

CALL TO ORDER:

A quorum being present, Bob Hillegass called the meeting to order at 10:05 a.m.

Approval of the Agenda: The Board approved the agenda.

Approval of the Minutes: The Board approved the minutes from the March 14, 2015 meeting.

Treasurer's Report: The Treasurer's report was reviewed and accepted by the Board.

Management Report: The Manager's reports were reviewed with the Board as follows:

The highlights from the Management reports for March, April and May are listed below:

- New lifesaving rings were installed in April to replace the original aging rings.
- New shower curtains were installed in both bathrooms in May.
- New ADA compliant toilets were installed in both bathrooms in May.
- The water damage to the women's bathroom was repaired and the bathroom was placed back into service prior to Memorial Day. New partitions have been ordered to replace the water damaged partitions in that bathroom.

George Maynard reported the status of his "Open Action Items" as follows:

- **Accounts Receivable:** As of June 2, 2015 all annual assessments have been paid with the exception of one owner. In accordance with established collection procedures, we filed action against that owner in small claims court. The owner subsequently made some partial payments and now owes \$308.66. Overall, our accounts receivable are in excellent condition.
- **Protection of Adjacent Islands:** George is currently working with Roman Jesien, who is a Director for the Maryland DNR Coastal Bays Program. Roman and George had a tentative conference call scheduled last week with the Army Corp of Engineers and the Coastal Bay Group. That call was cancelled. Hopefully, a new conference call will be rescheduled within the next few weeks.

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- **Owner's Registration Requirements:** George has a process in place to verify, in compliance with our bylaws, that all owners/renters placing boats in our marina are properly registered and insured. As of today we have 131 boats in the marina. Eighteen of those owners have not provided the required documentation to receive their 2015 PPM boat stickers. Those owners have been notified and have until June 15, 2015 to comply to avoid the initial \$35 noncompliance fine. Subsequent noncompliance fines amounting to \$50 will then be issued every 15 days until the required registration information is received.
- **Parking Lot Walkway Gravel:** George and Mark have added the gravel that was required to repair the walkways.
- **Marina Dry Fire Standpipe System Repairs:** George will contact our vendor to test and certify the system and/or replace any questionable connectors. This work is scheduled for June 15, 2015.
- **Status of the Worcester County Annual Boat Lift Inventory Report:** Last year we reported twelve approved lifts. This year four air docking stations are in the process of being repaired or removed. George is contacting those owners to determine which air docks are being removed. The County report will be issued as soon as the verification is finalized.
- **Status of the Annual Dock Box Inventory Report:** Our 2014 inventory report contained 65 approved dock boxes. During the past year two dock boxes were removed and applications were approved to install five additional dock boxes. Our inventory report as of June 1, 2015 lists 68 dock boxes.

PUBLIC COMMENTS:

Rodney Billingsley, owner of unit number F-2 of Building 1, asked the Board why he should be held responsible to pay the \$5,000 insurance deductible for the frozen sprinkler system pipe that broke in his unit on February 21, 2015. The Board explained the logic and rationale behind our decision. Our decision is consistent with the Maryland Condominium Act, House Bill Number 287. Mr. Billingsley has agreed to pay the invoice. His second concern was that the water damage repairs to his unit have not been completed. He has been unsuccessful in his attempts to have the restoration contractor resolve his problems. The Board agreed to intervene. Bob Hillegass will contact our insurance carrier and our broker to expedite a resolution. Additionally, Rodney will provide a detailed listing and photos of the work that needs to be done. Bob will email that information to the responsible parties next week with a request for an expedited resolution. The Board agreed that Mr. Billingsley need not pay the \$5,000 invoice until the open repair issues are appropriately resolved.

OLD BUSINESS:

2015 Flounder Tournament: The Ocean Pines Chamber of Commerce will hold their annual flounder tournament at Pines Point Marina on Saturday, August 1, 2015. Prior to the event George Maynard will contact the OPCC to obtain a copy of the required insurance certificate naming PPMAC as an additional insured.

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Status of the Broken Fire System Pipe—Building 1, Unit F2: The system was repaired, tested and certified by Bayside Fire Protection Company on April 17, 2015. The total cost was \$1,732.80. Invoices have been submitted to our insurance carrier.

Electric Usage/Wiring Issues: As reported at the March 14, 2015 Board meeting, our electric bills for December, January and February were higher than for the same billing periods last year. That trend continued for March and April. May, while above average, was significantly lower than the prior five months. One of the causes has been identified and temporarily corrected. Final corrective action requires electrical work which is scheduled for later this month.

Current Terms of the Board of Directors/Solicit Candidates for the 2015 Election:

To give all owners a choice of who they want on the Board, we are soliciting owners to consider running for one of the three seats at our November election. Posters requesting owners to run for the Board have been posted on our bulletin board and included in our spring newsletter. Current Board members have until to July 15 to decide if they will seek reelection. Marty Groff has announced that he will not seek reelection.

Annual Review and Renewal of the 2015 PPM Insurance Policies: Our existing marina insurance policies were due for renewal on June 1, 2015. We had instructed our insurance broker to contact and solicit competitive bids from all carriers who are willing to underwrite marine insurance coverage in our area. The competitive bid packages were received and emailed to the Board for their review and comments. With an email vote, the Board approved the renewal of our insurance policy with our existing carrier, ACE American Insurance Company. They were the lowest bidder. The 2015 annual cost is \$39,031. The overall rate increase for the ensuing year's insurance coverage amounts to \$381, or a 1% increase. The Board did not approve, nor do our bylaws require, the purchase of the supplemental terrorism insurance coverage options contained in their proposal.

Spring Newsletter Cost: The spring newsletter was mailed in early April. The cost was \$594. We received revenue from advertisements amounting to \$850. The overage of \$256 will be used to cover the cost of the fall newsletter. It is always difficult to find advertisers for the fall newsletter. As a reminder, we encourage all owners to please patronize our advertisers and to thank them for supporting our newsletter.

NEW BUSINESS:

Fourth of July Party: *We are looking for volunteers to assist George Maynard with the party.* If you can assist him please call him at 334-859-5544. As in the past, we will not be serving beer or wine. Alcoholic beverages can be purchased at the marina store. Soft drinks and water will be provided. Food will be served from 5PM to 7PM. For safety reasons, we are requesting that you don't bring any pets to the party. We are looking forward to another successful party.

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MDE's Placement of Speed Limit Signs: The floating buoy containing the speed limit sign which was located near the end of our breakwater has drifted further out into the bay. As a result, many of the boats exiting from the Ocean Pines Yacht Club are exceeding the speed limit as they pass the fixed mounted speed sign at the exit of the OPA Yacht Club. George will contact the MDE to have the speed sign relocated and/or an additional speed sign installed. If the problem continues, George will request the Maryland Water Police (DNR) to monitor the area for speeding violations.

Application to Install a Boatlift in Slip A-6: An application was received from Bob Hillegass to install a four piling boat lift in boat slip A-6. The request was in accordance with our established policy and procedures for the installation. The owner must comply with all State and County regulatory requirements and permits. The application was unanimously approved by the Board at this meeting.

Height of Boat Lifts in the Marina: The Board discussed complaints that the owner of C-60 is again placing his boat lift too high. There is no logical reason for the bottom of the lift to be placed in a position higher than twelve inches above the mean high water level. George will contact the owner and ask him to please comply with our request.

Water Bills: The Board reviewed the water bills for the last two billing cycles. They appear to be in line. After we receive the June bill, we will be in a position to determine if the usage is back to normal run rate.

Future BOD Meetings Schedule: The remaining Board meetings for 2015 have been scheduled as follows: September 26 at 10:00 a.m. and November 13 at 6:00 p.m. The meetings will be held at the Ocean Pines Community Center and meeting notices will be posted on our website.

2015 Annual Owner's Meeting: The Annual Owner's meeting is scheduled for November 14, 2015 at the Ocean Pines Community Center. Registration begins at 9:15 a.m. The meeting starts at 10:00 a.m. Please mark your calendars and plan to attend.

Adjournment: The meeting was adjourned at 11:40 a.m.