

**Pines Point Marina, a Condominium
Board of Director's Minutes
Meeting June 11, 2016**

ATTENDANCE:

Board Members Present: Bob Hillegass, President; Jack Martin, Vice-President/Secretary; Ron Wanner, Treasurer; Dan Cheng, Chuck Kelly and Anna Vitak.

Others Present: George Maynard, Manager

CALL TO ORDER:

A quorum being present, Bob Hillegass called the meeting to order at 10:00 a.m.

Approval of the Agenda: The Board approved the agenda.

Approval of the Minutes: The Board approved the minutes from the March 12, 2016 Board Meeting.

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

Management Report: The monthly Manager's reports for April, May and June were distributed via email to the Board for their review and comments.

Highlights of those reports are as follows:

April: We had 18 boats in the marina. Water was turned on 4/11/16. Numerous water leaks were identified and repaired. Mark is doing some spot painting in the marina.

May: We had 34 boats in the marina compared to 67 at this time last year. A request was received from Water Taxi Service to use our marina and was voted down by the BOD. Spring Newsletter was mailed on May 2.

June: We had 107 boats in the marina. A major water leak at a C dock Pedestal was repaired. Minor water leaks at the fish station and Pedestal D23 are pending repairs.

George Maynard on the status of his open action items as follows:

- **Status of the Accounts Receivable and Lien Pending Programs:** Liens will be filed on slips A31 and C40. All other owners have paid their annual assessment. Nice work George! Past due notices will be mailed for the few receivables that are more than 90 days past due.
- **Status of the Sprinkler System Repairs/Certification Program:** Repairs completed on 6/3/16. Certification will be mailed by the vendor to the Worcester County Fire Marshall.
- **Status of the Marina Dry Fire Standpipe System Repairs/Certification Program:** On 5/12/16, the vendor identified and ordered the special custom parts required for station one. George is following up with the vendor to confirm delivery of the parts and the installation date.

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- **Status of the Owner's Insurance and Registration Program:** We have 116 boats in the marina; 79 arrived within the past two weeks. A total of 46 have been identified without insurance. Warning letters to be mailed next week, followed by noncompliance fines within two weeks.
- **Status of the Replacement of Defective Balcony Railings:** George reviewed the issue with Jim Short, owner of unit F4. Jim agreed to have the necessary repairs made. George will follow up with Jim to determine the completion date.

Public Comments:

George Vitak, Slip D14, requested the BOD approve an expenditure of \$500 for material to be attached to the underside of the deck above the patio area, to keep the patio dry when it rains. The deck is a Limited Common Element for the exclusive use of unit F4. Therefore, the BOD cannot approve the expense. The unit owner is responsible for the maintenance and repairs of the deck. The BOD will approve the owner's request for this modification in accordance with our Bylaws, Article VIII, Section 4, Item (e).

OLD BUSINESS:

Status of Insurance Water Damage Claim: The ladies room repairs were completed on 5/30/16. The vinyl Duradeck flooring on the deck above the garage was replaced on 6/10/16. Vendor payment has been authorized. This completes all of the required repairs.

Greenheart Pilings Program: Jack, George and Bob met with Scott Hewitt, President of Coastal Marine Sciences on 4/19/16 to evaluate the split pilings. Scott recommended we use 10K pound ratchet straps to compress the openings/splits over the next several months. At that time, we will evaluate the results to determine when the epoxy sealant and permanent stainless bands will be installed.

Renewal of Insurance Coverage Effective June 1, 2016: Our insurance premium increased by \$3 this year. The BOD approved the renewal with ACE Insurance. The BOD approved rejection of the Terrorism Insurance Coverage.

Annual County Boat Lift/Air Dock Inventory Report: The required report was submitted on June 2, 2016. A total of 10 units were reported. The owner of the Air Dock at slip B20 received official notification from our manager to repair the PVC bracket assembly or remove the complete PVC assembly on or before 6/17/16.

Building One/Power Panel Foundation: The required repair work was completed during the last week of March 2016.

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Height of Boat Lifts: As agreed at the March BOD meeting, the application forms have been updated to include a height restriction. All four boat lift owners were notified of the new height restriction. In April 2016 they acknowledged agreement to comply with this new requirement.

NEW BUSINESS:

Annual Summer Party: The event is scheduled for July 3, 2016 starting at 5:00 p.m. Anna Vitak will be responsible to reschedule the party in the event of rain. George will issue a broadcast message if rescheduling is required.

Annual Flounder Tournament: The event is scheduled for August 6, 2016. George will obtain the required copies of their liability insurance certificates prior to July 22, 2016.

Review of Expenses versus Budget: In preparation for our September 2017 budget planning meeting, a preliminary review was conducted of our budgeted expenses for the remainder of the year. It was determined we have sufficient monies in our Maintenance Contingency Fund to cover any unbudgeted cost overruns.

Nor'easter Storm Damage Repairs: We incurred some unbudgeted expenses to repair damages created by two Nor'easters, along with several other storms that created excessive wind and wave action.

Fall Newsletter Articles: The letter is scheduled for September. If anyone wants to place an advertisement or write an article, please contact George Maynard, our Manager at: manager@pinespointmarina or 443-859-5544.

Terms of Board Members: The terms of three Board Members will expire this year. If anyone has an interest in having their name placed on the ballot for the November 12, 2016 election, please contact George Maynard, our manager.

FUTURE METINGS:

2016 BOD Meetings Schedule: The 2016 Board meetings are scheduled as follows: September 24 at 9:00 a.m. and November 11 at 6:00 p.m. All board meetings will be held at the Ocean Pines Community Center. Owners are invited to attend; meeting notices will be posted on our website.

2016 Annual Owner's Meeting: The Annual Owner's meeting is scheduled for November 12, 2016 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 11:35 a.m.