

GULLWAY VILLAS CO-OWNERS ASSOCIATION

P.O. BOX 668

OCEAN CITY, MARYLAND 21843

The meeting of the Board of Directors was called to order by President, Jeff Dolan, on Tuesday, March 9 at 6:01pm.

The minutes of the last meeting were read. Motion to approve the minutes as changed-noted by Sandra Monaco, second, passed.

Present

Jeff Dolan, President
JoAnn Tollenger, VPres
John Wells, Treasurer
Judi Bidwick, Secretary

Maureen Paniagua
Kara Moyer
Wendy Sisson
Linda Johnson

Absent

Jim Lenahan

Ed Penfield
Sandra Monaco
Ginny Austin

Finance Report

March 2021

Assets

Operations Funds

Bank of Ocean City Checking	12,023.47
Bank of Ocean City Savings	17,789.51
PNC Checking	3,111.59
Taylor Bank Checking	<u>2,000.00</u>
Operations sub-Total	\$34,924.57

Reserve Funds

Bank of Ocean City High Yield	195,130.29
PNC Money Market	58,199.43
Taylor Bank Money Market	180,280.41
Taylor Bank CD - 52	12,152.14
Taylor Bank CD - 54	13,028.77
Taylor Bank CD - 55	<u>18,138.19</u>
.	\$ 476,929.23

Matures 1/7/22
Matures 5/24/21
Matures 4/4/22

Liabilities

Prepaid Residents' Assessments	28,300.00
Total Liabilities	28,300.00

Operations and expense statements included.

Notes—75\$ BOOC does stuff for us. Prep coupons, fees, etc. BOOC updates records and prepares coupons for new owners. The also accept walk in payments, etc.

J reviewed each page.

Change format—who owes, how much, etc. fees all owners were contacted. Lawyer contacted whenever—mail system is extremely poor right now. Between 30-45 days, now we are waiting to contact lawyer. J will note when someone has been sent to attorney.

J can put equity line under liabilities on first page. Net income different from expenses

Wendy noted that J walking through the finance pages made it easier to understand.

Move to accept the finance report, seconded, passed.

Draft Budget will go out to the owners prior to the summer meeting.

Bumped up are taxes, maintenance, insurance,

Bank charges are down, pool contract is changing due to pool attendant needed.\$

\$17,261 up from previous year due to pool attendant; reserve funds down because of that 72, instead of 90, 000

June 1 amended will be handed out at July meeting. However, it will be close to what J has noted in the draft.

Flood insurance in July paid; we will not know until next January if there are any changes in insurance.

Motion to accept proposed budget—will wait until we go into executive session.

Insurance payment did not reach its destination on time. J said bank has a hold on the money for payment, it should be cleared. It appeared 42 days from issue of check. The check went from office to officer. It finally hit our bank and they have a hold on the money; IRS payment--interest money is what we pay taxes on; IRS filed a notice that we were delinquent in our tax payment. J tried to call. They sent check back to us. We did not cash it. Essentially, they still have their money. Wires were crossed somehow. We could cash that check and resend the late payment (accd to IRS.) IRS has messed up 4 time in all the years J has been working on our taxes. J wants to work this through; he may try to call again. We have a document that they accepted the payment online. J will do what he has time to do; BOD approved of whatever he wants to do—pursue or not.

Manager Report

Police Incidents: 0

Contracted Work Schedule

Foundations -1st week of March

Pressure washing of interior of buildings – April 7 or 9.

We have one more pool fence support to be replaced and metal on the shed and 415 Lark Lane needs to be replaced. Both these will be done by Barry

Pool – Drain and clean and start system. Last week in April

Lawn maintenance – depending upon weather.

Crawlspaces- Barry work to be done in the fall.

Work

Done

Cleaned out roof drains at 411 Lark Lane

Cleaned out pool shed and garage

Started landscaping. Cutting back ornamental grasses, hydrangea bushes, crepe myrtle trees and cleaning flower beds.

Replaced (1) complete light fixture at 2626 Gull Way

Installed dusk to dawn light, 1st floor at 2628 Gull Way

Installed 2 out of 5 door locks on shed doors. Will finish this week.

Work to be done

Complete landscaping

Summarize all sheds and restroom.

Turn all flower beds and plant flowers
Replace damaged gutter tail pieces
Inspect all steps and handrails of all buildings. Secure where necessary.
Pressure wash all sidewalks and pool deck.
Stain all (replaced, new) wood on pool fence.
Cut back all tree branches that are close to buildings
Paint Gullway sign posts. Cut out rock bed around posts to prevent further damage from Lawn maintenance equipment.
Replace flower bed timber at 408 Lark Lane.
Repair vinyl fence on east side of property. Waiting on material.

Pool and COVID

As of today. There are no changes to COVID requirements for swimming pools. Will still have a maximum capacity and must social distance wearing masks to enter and exit the pool area.

We have (1) gate attendant so far that has committed to the 2021 season.

Window Screens

Took pictures of all damaged window screens and forwarded to Andersen service department. We have a claim on file. I am waiting for their response.

Bench in front of 420 Bayshore

One metal support leg on the bench in front of 420 Bayshore Drive has literally split in half. I have contacted a local welder to come and provide a proposal to repair.

Roofs

I contacted Dura Last, the manufacturer of our roof material, to find a local representative to provide a proposal to inspect our roofs.

John Janney (Window Screens)

He is the previous owner of 424 Bayshore Drive, Unit 102. Last year, several renters of his damaged all 3 screens of 420 Bayshore Drive, Unit 102. We replaced them and the money was to be taken at settlement. Unfortunately, at the last minute the settlement company said they could not legally do that. I have left several messages for Mr. Janney and I will continue to leave messages for him.

Architectural Committee

Requests: 2

423 Lark Lane, Unit 101 and 2628 Gull Way, Unit 102 have been approved to install plastic liquid and debris barrier under deck.

For Sale: 0

Sold: 412 Bayshore Drive, Unit 204

New Owners are the same as 412 Bayshore Drive, Unit 203

Roxanne and Ray Menges

Cyndy: Pool will be cleaned early.
Lawn maintenance contract in effect.

Barry will start work under buildings in the fall.

We still may need to have Covid plans in place at the pool, but Governor has announced new Covid changes and openings.

The younger of two girls is available for summer. No social distancing, in pool??? Changes in bars, restaurants are changing as of 5pm today.

Governor has put out guidance; we can follow or do what we think is safe for our pool and community.

We are not sure what will happen down the road.

We need to decide as a BOD about guidelines. We are still far away from Memorial Day.

Damage—Cyndy has a case file number for the concern and replacement of damaged goods resulting from summer.

Screens ordered for windows were damaged in route; 2nd delivery was damaged also. The company says they are sending again. Cyndy has proof of damage, etc. They want to pick up damaged goods; we just do not know how to store, etc, but replacements are coming.

Do we have a list of the units needing screens? Architectural Committee walked around to see which units needed screens. Cyndy will check her notes. Originally, owners were to pick up screens if they need them. BOD needs list; what are we going to do—give owners days to pick up and install. We could install and charge owners. If they have bad screens, we could notify owners and give a deadline to take care of the problem.

The issue is there are no screens at this time that we can give to the owners who need replacement.

In the meantime, Cyndy will get the list or plan another walk through. Some BOD members will be down during April and can do a walk through.

One of the benches around the pool has problem, bottom leg is off. The welder came out can fix for \$350 to fix. This is routine work; we should go ahead and get it fixed.

For renewal of our insurance, they were to send someone out to look at the complex. A representative did come.

John Janney, owner where kids tried to get in and ripped screens, etc. has not responded by paying for the damage. He originally agreed to pay, but Cyndy cannot get him to call her back now. Could be a bad debt write off.

New owners—a list was sent out.

Pool opening in April might cause higher expense since it is opening earlier. Other concerns are the patching areas around the pool, etc. that may need to be done, as needed.

For the work weekend, four families volunteered, and I forwarded them to Cyndy.

In addition, Wendy, Kara, and Jeff will be there (with families?)

Sandra will be there. Theresa and Bill Coulter, Karen Bollinger, Dawn Hart, so far. Cyndy has contacted all who responded.

All will meet Saturday morning and decide what needs to be done, where and who will do it.

BOD updates and those running for the Board of Directors.

I (the secretary) will send out an email to all owners asking for those who would like to run for the BOD.

Those on the Board who are up for election are Ed Penfield, Jo Ann Tollenger, and the position that Frank Clymer vacated. The person who will fill Frank's term will be in for 2 years. Jo Ann volunteered to take that place so it would bring her up to where she should be.

Information about each candidate should be sent to Jo Ann Tollenger by April 15 so she can get the ballot out by May 10 to all owners.

So far, Jo Ann has Diane Edmund, who would like to run.

Memorial Day meeting--- zoom was suggested as an option. **Judi will set up zoom for the Memorial Day Board of Directors Meeting.** Wendy volunteered to be emcee, and Judi gladly accepted her offer.

For the 4th of July owners meeting and picnic, it would be nice to have in person meeting, but we are not sure yet.

We should plan virtual meeting just in case we need to curtail the in-person meeting. We will tentatively set up for the date, so, if we are not able to do in-person, then we can do zoom meeting. We should have a sense by Memorial Day meeting as to what we will do regarding zoom or in person for the July 4, owners annual meeting.

Architectural Committee—Sandra, at the present time, is the only one on this committee; she needs help. We will formally activate pool committee for this year. Wendy!!!

Regarding the webmaster—Jo Ann will follow up.

There was a move to go into executive session to discuss a personal issue, seconded, passed.

Topic: Salary for Cindy—this ties into budget---J put in a 3% raise tentatively. Question is, does it negatively impact Cyndy with income tax. **At this time, we will move to accept the 3% raise, second, passed.**

Move to accept budget as presented. Second passed.

Move to go out of executive session, seconded, passed.

Move to adjourn the meeting at 7:37pm, seconded, passed.

Respectfully submitted,

Judi Bidwick, Secretary, Gullway Villas Board of Directors