

**ORLEANS COURT BOARD OF DIRECTOR'S MEETING MINUTES
JULY 10, 2011**

I. CALL TO ORDER

President, John Bleiweis called the meeting to order at 10:09 a.m. at the offices of Mana-Jit, Inc. 4100 Coastal Highway, Unit 104, Ocean City, MD 21842. Board members present were: John Bleiweis, Jim Mills, Barry Bleiweis, Andrea Hutt and Steve Turnbaugh. Brett Staley of Mana-Jit was also in attendance. Owners present were: Karl & Donna Zinnecker, Unit 213; Sandra McIntyre, Unit 211; Jim McGrath, Unit 124; Judy Bleiweis, Unit 113; Leon Roy Rickards; Unit 326; Perry Stutman, Unit 219; Joe Cain, Unit 313; and Marie & Salvatore Torrisino, Unit 208.

II. RECOGNITION OF UNIT OWNERS

Those in attendance with matters to bring before the Board.

1. John Bleiweis said he was changing the order of the meetings a little bit and was going to recognize owners early in the meeting.
2. Perry Stutman, Unit 219, stated that he was very much against the renovation of the property back in 2007 but said that he was in the end very happy with the results and glad that we went forward and did it. He especially thanked the Board and previous President, Craig Smith for their hard work.
3. Joe Cain, Unit 313, had concerns about signs in the pool area and also people hanging on the rope that goes across the pool.
4. Marie Torrisino, Unit 208, stated that renovation project was well worth the money and that the end result looks great.
5. Sandra McIntyre, Unit 211, stated that she does not agree with beautifying the area out in front of the courtyard.
6. Karl Zinnecker, Unit 213, addressed the renovation of the area in front of the courtyard. He said he wants to know all information before he signs over his parking spot for the use of the renovation project. He said he is very happy with the outcome of the courtyard but needs to know more facts before he signs over the parking spot.

III. APPROVAL OF PREVIOUS MINUTES

- a. Jim Mills made a motion to approve the March 12, 2011 BOD minutes. Steve Turnbaugh seconded the motion and all agreed. The March 12, 2011 BOD Meeting Minutes were approved.
- b. Steve Turnbaugh made a motion to approve the May 21 2011 post Annual Owner's

Meeting Minutes. Andrea Hutt seconded the motion and all agreed. The May 21, 2011 post Annual Owner's Meeting Minutes were approved.

IV. REPORTS

A. President's Report

1. John Bleiweis gave an update on the parking space issue. John read a letter from Jim Almand dated June 1, 2011. Jim Almand's letter stated that it would take 100% approval of the owners to amend the Master Deed and Plat. It would also take 100% approval of the mortgage/deed of trust holders on units at Orleans Court. If further attempts to attain 100% approval would not be fruitful, the only other option would be for the Association to file suit in the Circuit Court for Worcester County to reform the Master Deed and Plat or to obtain a declaration from the Court that the designated parking and alley parking provided in those documents are no longer in effect. Such a case would require the association to name as defendants the owners who will not return the signed consent. John said the Board has not done anything subsequent to receiving this letter except to phone some owners to take a temperature of the ownership. John also said that 43 owners signed the consent form which is just over half.

John gave a little background on the building of the courtyard. He said that permit had been rescinded a number of times. The permit was pulled one of those times because someone complained to the city that the new stairways were infringing on owner's parking spaces. In order to keep the courtyard moving forward, Craig Smith went to Ocean City's Board of Zoning and Appeals. They concluded that the parking spaces in front of the entrances pose a hazard in terms of life and safety due to blocking egress. It was determined that the steps could be used in the designated spots and the parking spaces were condensed so as to keep the same number of spaces.

John said that Jim Almand gave a ballpark estimate of \$7,500 to \$10,000 if the Board has to take some of the owners to litigation over the parking space issue.

2. John said that we are in the punch list phase of the courtyard. No show stoppers and nothing critical. Engineer Blake Giddings is going to do his walk-thru in about a week.

3. Craig Smith had the contractors test the core samples of the concrete that were poured in the courtyard. This was due to the cracks that appeared in various spots in the courtyard. John said the concrete will be fixed in the Fall. John also said that there is a 10% retainer that is kept back from the contractors until all punch list items are addressed.

B. Treasurer's Report

1. Balances in bank accounts as of June 30, 2011:

- a. Special Assessment Account: \$ 237,693.96
- b. Operating Account: \$ 75,055.92
- c. Reserve Account: \$ 19,542.51

2. Accounts Receivable as of June 30, 2011 (approx): \$104,052.17
3. May 23, 2011 Q2 deposit into Reserve account from operating account of \$4,589.
4. We received a letter from the IRS stating that overpayment from 2009 which was applied toward 2010 taxes was \$3,145, not \$3,690. PKS explained that there was another refund that they were not previously aware of in April 2009 around time of management change. No further action was required.
5. Invoices paid for Courtyard project in 2011:

REI	\$ 23,258.32
All States	\$ 183,684.15
Landscaping	\$ 5,206.00
Furniture	<u>\$ 15,316.00</u>
Total:	<u>\$ 227,464.47</u>

Previous REI \$ 25,252.00

Total Courtyard \$ 252,716.47

Upcoming expenses:

Allstates payment on completion	\$ 107,530.85
REI estimated PE expense	\$ 13,000.00
Furniture balance	\$ 958.00
Landscaping estimate unpaid	<u>\$ 5,000.00</u>

Total estimated upcoming expenses: \$126,488.85

Estimated Balance in SA account: \$ 60,582.16

C. Management Report

1. Brett Staley wanted to know where to put the Mana-Jit sign. It was decided to post the sign next to the mail box.
2. Brett had an exit light and some railings fixed due to vandalism.
3. Brett is working with Jim Almand's office to get the courtyard special assessment fees taken care of. Brett said many payments have come in recently.

4. Brett is going to have the generator in the courtyard painted.

V. OLD BUSINESS

- a. There was a discussion over signage. It was felt that the signs should be short and to the point. There was a fear that too many signs would ruin the view of the courtyard.
 1. Jim Miles made it known that the pool was now open til 11 p.m.
 2. Jim also said we needed the signs to cover ourselves pertaining to liability issues, i.e., no lifeguard on duty.
 3. Diving is allowed in the deep end of the pool.

VI. NEW BUSINESS

- a. The Board performed an over-view of the courtyard punch list. Items addressed were:
 1. Cracks in concrete
 2. Railings
 3. Outdoor showers
 4. Irrigation system
 5. Outlets
 6. Electrical wiring for irrigation system
- b. Andrea says that she has no problems with paying the contractors invoice #5 at this time. John also agreed with paying invoice #5.
- c. Steve Turnbaugh will get an estimate to powerwash basement so as to have a clean place to store pool deck furniture.
- d. John wants a majority of the Board to vote when using association funds.
- e. Steve Turnbaugh will be meeting with 1-800 Got Junk who will be coming to clean out the basement on Tuesday, July 26th.
- f. Pertaining to the lights on the courtyard wall, the Board will look at the cost of possibly changing out the lights at least on the inside wall if not the entire wall.
- g. A long discussion occurred about smoking on the balconies and courtyard. A majority of the Board agreed to ban smoking in the common areas. Jim Mills will work on the signage.
- h. The bike racks may temporarily be put in the mulched areas on the sides of the units 111 and 118. The Board would like to see the reception to this idea..... negative or positive.

VII. QUESTIONS AND ANSWERS

a. Leon believes that any decision made by the board between meetings should be put in the following meetings minutes.

VIII. ADJOURNMENT

The Board adjourned the meeting at 12:35 p.m. Next BOD meeting is scheduled for September 11, 2011 at 9:00 a.m.