

**ORLEANS COURT BOARD OF DIRECTOR'S MEETING**  
**MINUTES SEPTEMBER 11, 2011**  
Corrected on Nov 12, 2011

**I. CALL TO ORDER**

President, John Bleiweis, called the meeting to order at 9:04 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 and Craig Boone of Mana-Jit were also in attendance. Owners present were: Ed Haller, Unit 109; Kermit Keppler, Unit 107; Howard Levin, Unit 102; and Leon Rickards, Unit 326.

**II. APPROVAL OF PREVIOUS MINUTES**

Jim Mills made a motion to approve the July 10, 2011 BOD meeting minutes. Andrea Hutt seconded the motion and all agreed. The July 10, 2011 meeting minutes were approved.

**III. RECOGNITION OF UNIT OWNER**

A. Those in Attendance With Matters to Bring Before the Board.

1. Howard Levin stated that he and Rob Dittler submitted Orleans Court for an Ocean City beautification competition that was posted in an Ocean City newspaper. Howard was glad to report that Orleans Court won the condominium classification. This acclamation was made with respect to all the recent enhancements made to the Orleans Court property. The Board appreciates Howard's and Rob's submission for this competition.
2. Due to a unit owner recently falling, Leon Rickards feels unit owners should not place mats in common area outside of front doors, per section 6 of the bylaws. A notice will be sent out to all owners.
3. Kermit Keppler asked about status of NO TRESPASSING signs in courtyard.

B. Correspondence from Owners

1. John Bleiweis said he had two letters of correspondence from unit owners pertaining to the bike racks. One letter from Kermit Keppler stating he did not like the bike racks in the mulch beds. The second from Peggy Warner on the same subject asking the Board to create a place in the courtyard for bikes.

## IV. REPORTS

### A. President's Report

1. John Bleiweis gave an update on the "parking space issue" in front of the courtyard. John said he sent out a second request for owners to consent to the use of their parking spaces. John said the first request during the Annual Meeting produced 43 forms giving owners consent. John said the second request brought in six more with a total of 49. The Board will now turn this issue over to Attorney Jim Almand since all 84 or 100% of the unit owners did not give consent. John said the Board will move the process forward with Jim Almand to get a court ruling in the hopes of resolving this issue.
2. John Bleiweis, Craig Smith and Blake Giddings of REI worked on the punch list for the courtyard. John said the concrete passed the core sampling so the cracks in the courtyard deck will only be fixed where needed.
3. John said that Brett Staley and Steve Turnbaugh headed the project to clean the basement storage area. Everything seems clean and dry at this point in time.
4. Andrea Hutt said all courtyard deck furniture is in and is paid for.
5. John said owners can not take out air conditioner grills. It is felt that removing the grills hurts the look of the property. A notice will be sent out to all owners.

### B. Treasurer's Report

See attached

### C. Management Report

1. Dick Waughtal is the webmaster for Orleans Court.
2. Brett Staley brought up an issue that occurred from plumbing work performed on unit 102 and its common area plumbing. Handyman Tom Dicey worked unit 102's plumbing and shut off the water to the units above (202 and 203). This caused a chain of events that led to a plumbing company having to come out and correct this issue. A bill for over \$300 was received and Howard said he would cover the bill if he had to put the situation to rest.
3. Steve Turnbaugh will handle the situation involving a light he ordered for the courtyard wall. This was ordered so the Board could see an example for a possible change of the courtyard lights.

## **V. OLD BUSINESS**

- A. The Board became involved in a long discussions pertaining to the bike racks being used in the mulched areas in front of units 106-109 and units 120-123. Due to a difference of opinion being voiced from owners living in those areas, a number of different options were considered. After the discussion a vote was taken and the board decided to temporarily keep both bike racks in the mulched area by a 3-2 decision.
- B. A possible change in the courtyard wall lights will be considered after more information is obtained.
- C. At this time there will be no change in the parking lot lights for the east and west parking lots.
- D. It was decided the common area walkways will be power-washed after the courtyard punch list is performed. The walkways should be cleaned around the 15<sup>th</sup> of October.
- E. After the meeting the Board will look at Steve's sample light for the courtyard.
- F. A review of the courtyard punchlist items was made.
- G. Jim Mills will be handling the signage for the courtyard.
- I. The tree in the middle of the courtyard is to be removed in order to pour protective concrete around the pools underlying pipes. Andrea Hutt stated that Natural Creations should be in charge of removing the tree. This will give a better chance for the tree to survive its uprooting.
- J. Andrea Hutt made a motion to prohibit smoking in the interior common areas and to include the pool, the baby pool, the courtyard. The motion was then amended to include all walkways and stairwells. Jim Mills seconded the motion and the motion passed in a 4-1 decision. Steve Turnbaugh voted no.

## **VI. NEW BUSINESS**

- A. Chairs and chaise lounges will be stored in the basement area. Umbrellas will be stored in the pool room. Tables are to be stored in the courtyard upside down lying on a tarp.
- B. 2012 draft budget discussion: The proposed draft budget was very close to the 2011 budget.

## **VII. ADJOURMENT**

The Board adjourned the meeting at 11:45 a.m. Next BOD meeting is scheduled for Saturday, November 12, 2011 at 10:00 a.m.

**Treasurer's Report**  
**September 11, 2011**

1. Balances in bank accounts as of September 9, 2011:

a. Special Assessment Account:	\$ 96,185.55
b. Operating Account:	\$ 71,844.79
c. Reserve Account:	\$ 19,662.29

2. Q3 deposit of \$4,589 needs to be transferred from operating to reserve account.

3. Invoices paid for Courtyard project in 2011:

REI	\$ 23,258.32
All States	\$ 276,668.10
Landscaping	\$ 8,518.33
Furniture	\$ <u>16,469.00</u>
Total:	\$ 324,913.75

Previous REI \$ 25,252.00

Total Courtyard \$ 350,165.75

Upcoming expenses:

Allstates payment on completion	\$ 30,740.90
REI estimated PE expense	\$ <u>6,000.00</u>
Total estimated upcoming expenses:	\$ 36,740.90

Estimated Balance in SA account: \$ 59,444.65