

ORLEANS COURT OWNERS MEETING
MEETING MINUTES
Sunday, November 17, 2013

I. CALL TO ORDER

President Craig Smith, called the meeting to order at 10:00 am at the offices of Mana-Jit, Inc., 4100 Coastal Highway, Unit 104 Ocean City, Maryland. Board members present were: David Wessels, Rob Dittler and Barry Bleiweis. Brett Stanley, of Mana-Jit was also in attendance.

Owners present were: Neil Jarvis, unit 320; Leon Roy Richards, unit 326; John Bleiweis, unit 103 and Sid King, unit 112.

II. APPROVAL OF PREVIOUS MINUTES

Rob Dittler made a motion to approve minutes of the September 29, 2013 BOD Meeting. Barry Bleiweis seconded the motion and the minutes were approved.

III. REPORTS

A. Presidents Report

1. Received a payment of \$5,000.00 from unit 318. Will discuss later where this gets applied.
2. Drains are in and deck coating is in progress. Drain covers are interior type and will contact contractor to have changed.
3. Received a letter from Leon who pointed out procedural error when the BOD go into closed sessions. Will go over procedure in new business.
4. The association entered into a settlement with the defendants in the law suit over the parking spaces. Report to follow.

B. Treasures Report

1. Balances in bank accounts as of November 16, 2013:
 - a. Special Assessment Account: \$60,546.69
 - b. Operating Account: \$26,484.71
 - c. Reserve Account: \$102,888.69
2. Brett needs to transfer the Q4 quarterly payment of \$7,595.75 from operating account to reserve account.
3. Accounts Receivable as of November 17, 2013 is \$113,415.88.

B. Management Report

1. Brett had a meeting with the Postmaster to discuss mail boxes. Cost of a mailbox is \$100.00 per unit, \$8,400.00. Unclaimed mail is collected every 90 days. Space for 84 boxes is needed and approval from the Postmaster.
2. Found a new contractor for the wifi and did a review of the building.
3. A request from Leon for some financial information which was mailed to him.

IV. OLD BUSINESS

1. Barry is working on wifi with the new contractor. He looked at the building for locating equipment to the most current type. A new proposal will be submitted and cost may go up \$1,000.00.
Craig made a comment to guarantee that all units get a signal. All spoke in general about best way and where to put access points.
John Bleiweis said that new wifi company will guarantee access in each condo but not in back bedrooms.
Discussion on how do we pay for new wifi.
2. Brett stated that Ed Chamber's attorney told him to "stand down". Brett and Mana-Jit will pursue him legally if he continues to slander Mana-Jit or Orleans Court Association.
3. Craig spoke about the quality of our website. Notice of meeting dates and meeting minutes must be updated in a timely manner.

V. NEW BUSINESS

1. Brett will notify owners of new condo fee, when there due and when late fees apply. A letter will be sent with directions to forward to Bank of Ocean City, not PNC. Notice to go out prior to Thanksgiving.
2. Brett proposed a new energy contractor that will save us 15%/ Brett recommends a 2 year lock.
Craig made a motion for a 3 year lock and Rob Dittler seconded the motion and all agreed.
3. We will not pursue the mail box issue.
4. Craig made a motion to continue contract with Resorts R Us. Rob Dittler seconded the motion and all agreed.

VI. RECOGNITION OF UNIT OWNERS

1. Craig's review of Leon's letter about procedural error. When the BOD is going into closed session, each member must vote and it must be recorded in the meeting minutes.
2. Discussion on electronic transmission of votes or proxies.
Craig made a motion to adopt 11-139.1 and 11-139.2 Electronic Transmission of Notice for the purpose of sending meeting dates and other notices. Rob Dittler seconded the motion and all agreed.

3. Sid noted that he still has joint tape showing in condo. Need a better system for punch list.
4. Discussion on painting of entry steps. Brett will take care of the situation.
5. Lights were left on in pool. Craig will contact Resorts R Us to handle.
6. Neil stated his concern about how they treat condo for insects. Units are not sprayed but a gel strip is applied on pipes.
7. Leon feels an audit is in order. Under 11-116B, 5% of owners need to agree and he is preparing to do so.
8. Neil asked about the status of Orleans Court sign. Brett will get proposal for repairs need or a replacement.
9. Budget review from draft proposal. Discussion on late fees (10% of condo fee). Brett collects each fee and condo association does not pursue.

Barry Bleiweis made a motion to approve 2014 Budget and Rob Dittler seconded the motion and all agreed.

Craig made a motion to go into closed session pursuant to 11-109.1, paragraph 1. Rob Dittler seconded the motion and all agreed.

VII. ADJOURNMENT

Board went into closed session,