

ORLEANS COURT CONDOMINIUM
www.Orleans CourtOC.org
OWNERS' MEETING MINUTES
Saturday, May 21, 2016

I. CALL TO ORDER

President Neal Jarvis called the meeting to order at 10:02 at St. Peter's Lutheran Church Meeting Room, 10301 Coastal Highway, Ocean City MD. Directors present were Mary Ellen Morris (206), Andi Hutt (101) and Susan Ackerman (315); Brett Staley of Mana-Jit Property Management was also in attendance. Board of Directors' meeting packets included a Meeting Agenda, a copy of the Saturday, May 16, 2015 Annual Meeting Minutes, and the Annual Owners Meeting Treasurer's Report. Documents available to owners included a meeting agenda, a laminated Condominium/Pool Rules Notice, the May 16, 2015 Annual Owners Meeting Minutes, and an alphabetized/numeric Orleans Court Owners List. A quorum was determined to have been achieved based on the owners sign-in sheet and proxies received

II. APPROVAL OF PREVIOUS MINUTES

The meeting minutes from the May 16, 2015 Annual Meeting was reviewed. Paul Schnitman (207) made a motion to approve the minutes, and Marie Torosino (208) seconded the motion; the motion carried unanimously

III. REPORTS

A. President's Report

Neal opened his remarks by stating that the Board of Directors was in place to service the Orleans Court property. He then read a detailed and lengthy report, which included the following highlights:

- The Board met five times in the past year; minutes of those meetings are available on the website
- Neal had a discussion with Orleans Court attorney Jim Almand regarding the Sid King parking complaint, which was settled after the Owners Meeting
- John Bleiweiss met with his Parking Committee on May 16, when they made a decision to disband the committee
- The Board purchased new courtyard chairs and an umbrella stand, and replaced the rubber feet on chairs
- Neal received emails from Ed Chambers (previous POA for unit 109), Leon Rickards (326), Eugene Walp (317), Bette Feehley (321) and several from Sid King, who continued to inappropriately share sensitive emails with Ed Chambers. Neal talked with Janet Hill about the alarm going off and about the elevator renovations. Neal received some emails from new owner Keith Remaly (305), who was interested in learning more about Orleans Court, and he also received a call from new owner Chad Breen (128)
- Neal met with Jim Almand, who arranged for the purchase of unit 318, the disposition of which is to be determined; the bank has been paying the assessment fees
- Neal received communication from Atto Commey of the Maryland Commission on Civil Rights regarding Sid King's (112) request for handicapped parking. The file has since been closed, with Mr. Commey stating that Orleans Court had met Maryland's expectations for parking needs
- Brett secured bids on WiFi updates due to weather-related deterioration of our current access points
- Snow was not as big an issue as last year, and Resort To Us handled required salting of walkways
- The 2016 Orleans Court Budget was developed and approved; there was no increase for 2016 there may be an increase in 2017
- Jim Almand responded to a complaint from unit 324 regarding insufficient notice for the Elevator Renovation; the case was dismissed when it was shown that there was sufficient notice
- Signs for bicycle racks stating that bikes must be labeled with unit number were installed
- Letters were sent to unit owners reminding them of winterization process for their units
- Brett obtained the proposals for the elevator renovation, and managed updates; all updates were noted on the Orleans Court website
- Jim Kelly (217) was concerned about the traffic in the South alley; 5 MPH signage was added
- Mice droppings were reported in the East Building; all 3 buildings were subsequently treated, and treatments will continue quarterly
- The pump was replaced in the North Building basement
- Neal continued to receive harassing emails from Ed Chambers and whose behavior bordered on criminal; legal counsel revoked his Power of Attorney for unit 109. He is no longer welcome at Board Meetings
- Leon Rickards (326) started a petition that requested financial information from the Board; some of the information requested was almost ten years old. Jim Almand sent a response that stated that Leon was welcome to research the information in the condominium files
- Neal reiterated that any threatening emails or correspondence would not be reviewed and would be sent directly to our attorney for handling. Neal noted that our legal costs cause budget shortfalls, the cost for which we all bear

B. Treasurer's Report

Susan read the Treasurer's Report:

- Balances in bank accounts as of December 31, 2015:
 - Operating Account: \$51,670.64
 - Reserve Account: \$159,418.69
- Balances in bank accounts as of May 20, 2016:
 - Operating Account: \$47,958.89
 - Reserve Account: \$84,964.77
- Accounts Receivable as of May 20, 2016: \$70,784.99
- 2015 tax documents were prepared by PKS and signed by Susan and mailed to the IRS and state of Maryland in March. There was no payment or refund due
- Please refer to 5/20/2016 Treasurer's Report for additional detail

C. Management Company Report

Brett read the Mana-Jit Management Company Report:

- Mana-Jit handled all bookkeeping for the year
- Brett coordinated Board meetings
- Brett responded to individual unit owner and vendor inquiries
- Brett acted as liaison between Orleans Court and vendors
- Brett had the drain line in the 24 stack replaced
- All sump pumps were replaced
- 140 parking spots were restriped; 2 additional handicap parking spots were added
- The pool furniture was cleaned and plastic tips on chairs replaced
- Common area light fixtures were cleaned of bugs
- Brett coordinated pest control with Paramount Pest Control Services
- Brett coordinated the construction for Delmarva transformer replacement
- Brett responded to and addressed an alarm issue
- Brett coordinated the elevator renovation; the work is now complete with some minor cab cleanup required
- Brett coordinated the PKS audit and had several copies of the audit available for unit owners to review
- The spring cleanup is complete, including power washing, pool cleaning, and landscaping
- Laminated Condominium Rules and Pool Rules are now available for each unit and will be distributed
- Brett handled a sewage backup in unit 112; according to the plumber, the backup was caused by residents flushing sanitary wipes
- Brett is pricing out WiFi improvement options

IV. OLD BUSINESS

A. Elevator Modernization

- Neal noted that the elevator modernization is complete. He said that some people have told him that the elevator is faster, and that others have complained that it is slower. Leon Rickards (326) complained that the length of the outage was longer than anticipated
- Neal noted that existing elevator keys will work in the new elevator
- Final payment to Delaware Elevator will be made once we have confirmed that all cosmetic work in the cab is done to our satisfaction

B. WiFi

- Neal mentioned that the current WiFi extenders have deteriorated due to exposure to the elements. Based on preliminary estimates that Brett received, he said that we could have our existing extenders fixed at a cost of \$150/hour, or we can upgrade to a newer system, which includes five (vs. current four) access points for about \$8100. Barry Bleiweiss (113) said that he thought \$8100 was a bargain, because due to the configuration of our condominium (steel plating between floors, H-shaped architecture, etc., you can't get good internet service in some units. He said that some units may need individual extenders. Kathy Nuzback (308) recommended that if we go with an upgrade, we should consider getting six service points, not five. If we go with five access points, the cost would be about \$96.43 for each unit, and if we go with six access points, the cost would be about \$119 per unit. Andi pointed out that another option would be to do away with our current WiFi set up, and each unit owner would be responsible for purchasing their own. Neal asked for a quick show of hands to see which homeowners would be in favor of spending about \$8000 for new equipment; all unit owners present answered affirmatively. It was also recommended that although the new system, as is currently proposed would not be monitored, that we ask the vendor for a yearly checkup.

C. Miscellaneous

- Unit 318 has been foreclosed; the bank is now paying assessments
- Unit 222 has been foreclosed and is now being handled by the Orleans Court attorney
- A question was asked about whether or not we could interview prospective owners to ensure that we won't have potential financial risks; the answer was no
- It was noted that only two umbrellas are currently in the courtyard and that the Adirondack chairs aren't there either; Brett will look into that
- A question was asked about cable splitters, and it was noted that in some units, it may be underneath the electric panel breaker box

V. NEW BUSINESS

A. Dumpster Replacement

- Neal noted that the bottom of the current Dumpster is rotting out and since we own it, we must pay to have it replaced. It was agreed that we would spend the \$1200 to replace the current old green Dumpster with a new blue one

B. Alarm Monitoring

- Neal said that he was told by a longtime unit owner that at one time, our alarm system was a monitored system. A non-local monitoring contract would cost \$45/month plus costs for false alarms. It was agreed to keep the local monitoring arrangement that is in place now, which includes a yearly inspection. In the event of fire, residents should always dial 911

C. Front Door/Elevator Trim/Laundry Room/Storage Room Door Painting

- There was general discussion about the condition of doors and trim in the building; Brett will obtain bids to have this work done in the fall so as not to disrupt the summer season

VI. RECOGNITION OF UNIT OWNERS

A. Unit 301 (Paul Schnitman)

- Paul mentioned that screen doors need servicing
- Paul thanked the Board for their work over the past year. He suggested that when the Treasurer provides her report that she break out where our legal costs are incurred by unit number; Neal said that he would look into it
- Paul suggested that we begin scanning our records so as not to take up physical space for record retention

B. Unit 113 (Barry Bleiweiss)

- Barry asked how many years we are required to keep documents, and suggested that we discard any that are beyond that requirement
- Barry asked about planning for power washing, and Neal explained that the entire facility is power washed every other year, and that for the years in between, only the walkways are done. It was decided that we would begin power washing walkways three times a year (not in winter). Neal noted that the north side of the building is most difficult by virtue of its north facing location

C. Unit 301 (Brenda Wolfe)

- Brenda asked for clarification on the power washing schedule
- Brenda suggested that our outside furniture be cleaned every midsummer going forward; it was agreed that we would ask Resort to Us to do that

D. Unit 310 (Janice Kelliher)

- Janice noted that the landscaping looks great. Brenda Wolfe ((310) was recognized for heading landscaping in past years. Mary Ellen (206) noted that we will be applying for the 2016 Ocean City Beauty Spot Award again this year (applications from the same applicants are accepted only every other year)

E. Unit 305 (Keith Remaly)

- Keith noted that he needed a replacement magnet for his screen door, but that the current vendor didn't return his calls, so he found a vendor that could provide us with the item at a reasonable cost; Mary Ellen said that if he would provide the vendor information, she will post it on the website
- Keith noted that it appeared that his balcony railing is absorbing water from rainfall and asked if he could seal it. Neal responded that it could be resealed if the sealant were clear and did not impact the overall look of the wooden railings. Jim McGrath (124) suggested that we just seal the top railing in between doing a fuller railing resealing every six years. Mary Ellen noted that last year, the Board had decided to postpone the planned railing sealing until after the elevator renovation had been completed. Neal noted that railing sealing will be added to the September Board of Directors Meeting agenda

F. Unit 325 (Joseph Mezzadra)

- Joe introduced himself, saying that he was now a second-generation owner of his unit

VII. ELECTION OF OFFICERS

- Neal made a motion to elect Andrea Hutt as a Director for a second term; Paul Schnitman (207) seconded the motion, and the motion carried

VIII. ADJOURNMENT

At 11:30, Paul Schnitman (207) made a motion to adjourn the meeting, and Kathy Nuzback (308) seconded the motion; the motion carried. Paul Schnitman (207) and Brenda Wolfe (301) commented that this was "the best annual meeting ever." After the meeting, other unit owners made similar comments, suggesting that it was a "friendly, informative meeting." The next Board of Directors Meeting is TBD

Respectfully Submitted,
Mary Ellen Morris
Secretary, Orleans Court Condominium Association