

**ORLEANS COURT CONDOMINIUM**  
**www.Orleans CourtOC.org**  
**OWNERS MEETING MINUTES**  
**Saturday, May 20, 2017**

**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 also 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' and unit owners' meeting packets included a Meeting Agenda, a copy of the Saturday, May 21, 2016 Annual 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**

A copy of the meeting minutes from the May 21, 2016 Annual Meeting was reviewed. Marie Torosino (208) made a motion to approve the minutes, and Kathy Nuzback (308) seconded the motion; the motion carried unanimously

**III. REPORTS**

**A. President's Report**

Neal read a detailed and lengthy report, which included the following highlights:

- Board of Directors met 3 times since the annual owners meeting of May 21, 2016. The minutes of these meetings can be found on the Orleans Court website: [OrleansCourtOC.org](http://OrleansCourtOC.org). The attendance of unit owners continues to be sparse
- The washing machines and dryers were all replaced and our 25-yearold agreement, originally negotiated by Carolyn Remington (111) for shared revenue, remains the same. The cost for use are expected to increase later this year
- Orleans Court won a third Beauty Spot Award for 2016. Neal attended the meeting with the Ocean City Mayor to pick up our plaque, which is now mounted on the pool fencing
- Sid King (112) filed a complaint with the States Attorney's office claiming that the board and our management failed to provide him with specific Orleans Court records he feels he is entitled to have and in a particular style of record keeping. Neal provided Ms. Straughn of that office with copies of everything that was sent to Mr. King upon his request. She agreed that Sid had been provided what he was entitled to have. Sid later amended his complaint to state that we did not provide his requested information in the electronic form that he requested. Ms. Straughn informed Neal and Sid by email that we are not required to send the documents electronically. Due to the large amount of time Neal spent responding to Sid's complaints, Jim Almand, our attorney, notified the States Attorney office to direct Mr. King's complaints to his office
- No smoking signs were added to the courtyard and staircase entrances
- We were able to continue with the same insurance coverage this year with a minimal increase instead of a significantly increased deductible
- Unit 222 foreclosure is once again in the process of foreclosure
- The Wi-Fi signal extenders that were voted to be replaced at last year's annual meeting have been replaced. Comcast also replaced our modem with an updated model for better service
- After receiving multiple bids we had all of the building's doors and doorframe casements painted last fall
- Bids were received to service all of the screen doors. The cost came in high, around \$17,000, so it was decided to service each as needed going forward
- We had snowfall again this year, for which we had Scott from *Resorts to Us* shovel and put down a treatment
- There was a report of a sewage backed up in a first floor unit. It was determined that the backup was caused by the use of flushable wipes. This caused some \$35,000+ damage to the first floor unit. A letter was sent and a website posting put up that asked owners NOT to use these flushable products. We should all expect an insurance increase as a result with the 2018 renewal
- We approved a budget for 2017 and voted to increase our annual assessments dues by 5%. However there was a feeling by a few that 10% may have been better. If that becomes the case, we might expect another 5% in the budget for 2018. Neal pointed out that a major expense is legal cost
- Neal met with Jim Almand in February to work on the proposed new set of By-Laws. They outlined what seemed to continually come up as contentious articles and sections in the current outdated bylaws, and Jim developed a revised version that included current requirements of the Maryland Condominium Act
- Mark Swift of PKS provided a copy of the annual audit this week. His work was delayed while we awaited detailed billing from our legal counsel for 2016 services. Our treasurer also received a copy of the audit for her review and signature. It does appear to them that we may have to increase the annual assessment based on past expenditures; however, we have no large maintenance items pending
- Ed Chambers (109) filed a lawsuit last September claiming to have fallen three years earlier. Our insurance carrier rejected his original claim three years ago. However he filed suit on the last date allowable under the statute of limitations from the first claim. After he rescheduled court hearings our insurance company chose to settle with him for \$4500.00 to cover his medical and legal expenses. We had nothing to say in the settlement, and this insurance carrier has not been our carrier for the last two years

- 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 30, 2016:  
Operating Account: \$ 34,574.91  
Reserve Account: \$ 100,542.55
- Balances in bank accounts as of May 20, 2017:  
Operating Account: \$ 60,224.23  
Reserve Account: \$ 118,105.13
- Accounts Receivable as of May 20, 2017: \$71,810.34
- 2016 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 5/20/2017 Treasurer's Report for additional detail

## **C. Management Company Report**

Brett read the Mana-Jit Management Company Report and noted that he:

- Handled all bookkeeping for the year
- Coordinated/hosted Board meetings
- Responded to first floor unit sewage back up
- Acted as liaison between Orleans Court and vendors
- Coordinated repairs from drain leak in #27 stack
- Coordinated the final stages of the elevator renovation; the work is now complete
- Coordinated the PKS audit and had copies of the audit available at the meeting for unit owners to review
- Coordinated the spring cleanup, including full-building power washing, pool cleaning, and landscaping
- Coordinated the painting of all entry way doors
- Had the washers and dryers replaced
- Had the Dumpster replaced

## **IV. OLD BUSINESS**

### **A. Dumpster Replacement**

- Neal noted that the [previous deteriorating] Dumpster was replaced, and the new one is blue to match the building's current colors

### **B. Alarm Monitoring**

- Previous issue with the alarm going off has been taken care of

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

- All of these items have been painted with no issues

### **D. Wi-Fi Extenders**

- Updated
- Individual Wi-Fi extenders not permitted

## **V. NEW BUSINESS**

### **A. HVAC Unit Covers**

- Neal noted that HVAC unit covers may help keep individual units at a 55 degree temperature during the winter, which is what our insurance company requires
- Board member Susan Ackerman found a fabricator that produces HVAC covers for \$45/each and had a sample available; members could give her \$90 cash or a money order and she will order for them. The payment for HVAC covers is not payable to the association as the purchase of these covers is a courtesy by Susan

### **B. By-Law Amendment Vote**

- There was discussion about why the revised By-Laws were or were not necessary. Neal noted that the Maryland General Assembly may make changes every spring to the Condominium Act, and our 45 year-old By-Laws may not reflect all of those changes
- Neal noted that all unit owners were invited, as always, to attend Board meetings where the By-Laws were discussed
- Paul Schnitman (207) recommended that there be an additional clause that prevents owners who bring suit against the association from serving on the board
- Barry Bleiweiss (113) said that he believed there were more specifics in the revised By-Laws than are necessary. He gave an example whereby the revised By-Laws require five Board members, vs. the existing By-Laws which require three to seven. Barry gave another example regarding the powers of the President related to contracts, and Leon clarified that the verbiage states that the President has the power to execute contracts
- Barry Bleiweiss (113) called for a vote on accepting/rejecting the revised By-Laws. Kathy Nuzback (308) made a motion that the amended By-Laws be approved as written; Perry Stutman (219) seconded the motion. The revised By-Laws vote resulted in a 40 (for) to 7 (against); 37 unit owners failed to vote due to their lack of attendance or proxy submission; 17 additional 'yes' votes were required for passage, so the

motion did not carry. Leon Rickards (326) declined to present the proxies that he was given by two unit owners for the Board elections, therefore those proxies were not included in the vote

- Neal requested that unit owners send him an email with their feedback on the revised By-Laws; he said that we may discuss further at the next Owners Meeting or he may call a Special Meeting before then
- Janet Hill (324) asked why we can't continue to pay assessments quarterly even though the current By-Laws don't allow for that practice; Neal responded that there are things that aren't a problem until there is a problem
- Leon Rickards (326) read a letter from the Board dated April 27, 1981 that stated financial matters and that included delinquent owners and owner payments
- Judy Bleiweiss (113) thanked the Board for their hard work

**C. Front Wall Painting**

- Wall painting will be done in the near future

**VI. ELECTION OF DIRECTORS**

**A. Nominations**

- Keith Remaly (305), Perry Stutman (219), and Leon Rickards (326) had write-in nominations for the two open director positions; Keith and Perry declined. There were no nominations from the floor
- Paper votes for the three nominees (Neal Jarvis (320), Mary Ellen Morris (206), Leon Rickards (326) were tallied; Mary Ellen and Neal had the most votes and will remain in their positions for another three years. Leon declined to present the proxies that he was given by two unit owners for the Board elections, therefore those proxies were not included in the vote

**VII. RECOGNITION OF UNIT OWNERS**

**A. Unit 113 (Barry Bleiweiss)**

- Barry asked how many unit owners made up the \$71,000 assessment payments in arrears; Susan answered that there were three, with unit 222 making up the bulk of that amount
- There was discussion about the foreclosure process for unit 222 and how long it has taken
- Barry asked if we had a lifetime warranty on the slide-out screen doors; Neal said no, that servicing would be on an as-needed basis, because the existing servicing firm submitted a bid for \$17,000 for servicing all units and that that was unacceptable

**B. Unit 116 (Cathy Kellis)**

- Cathy said that there is a concrete spill near the outdoor shower; Brett will look into it

**C. Unit 324 (Janet Hill)**

- Janet noted that the workmen working on unit 323 leaned drywall against her unit's window, and had tools spread out on the walkway, and that when the workers were approached about these issues, they were ignored. Neal suggested she talk with her neighbor as these contractors did not work for the board, they worked for her neighbor

**VIII. ADJOURNMENT**

At 11:47, Andi Hutt made a motion to adjourn the meeting, and Judy Bleiweiss seconded the motion; the motion carried. It took time to clear the room so that the Board could go into closed session. The next Board of Directors Meeting is TBD

Respectfully Submitted,

*Mary Ellen Morris*

Secretary, Orleans Court Condominium Association