

ORLEANS COURT CONDOMINIUM
www.OrleansCourtOC.org
BOARD OF DIRECTORS MEETING MINUTES
Saturday, November 21, 2020

I. CALL TO ORDER

President Neal Jarvis (320) called the meeting to order at 9:00am at Mana-Jit offices, 18 41st Street, Ocean City MD. Also present was Director Susan Ackerman (315); Directors Mary Ellen Morris (206), Keith Remaly (305) and Bob Strauss (122) attended by phone. Brett Staley of Mana-Jit Property Management was also in attendance in the room. Board of Directors' meeting packets, which had been emailed out previously, included a Meeting Agenda, September 18 Meeting Minutes, and a copy of the 2021 budget. Owner present was Leon Rickards (326)

II. APPROVAL OF PREVIOUS MINUTES

The meeting minutes from the September 18 Board of Directors Meeting were reviewed. Susan made a motion to approve the minutes, and Keith seconded the motion; the motion carried unanimously

III. REPORTS

A. President's Report

Neal read his report, which included the following highlights (full report was read at the meeting):

- Trash continues to be left next to our dumpster and Neal or Bob Strauss put it inside the dumpster whenever possible
- The Department of Health sent Neal a letter stating that our wading pool is still out of compliance; Neal spoke with the new person in charge from the MD State Department of Health who agreed to meet on site with Mike McNeely from the state (who Neal had spoken with before), who said he would meet with Brett for a site inspection. They said that they are not in a hurry to meet as we have been extended to the end of 2021
- Several units in Orleans Court have been listed for sale and have sold
- Communications from unit owners should be via email to Brett at Mana-Jit, unless an emergency exists
- Most communications to Neal from unit owners are from new owners with questions about Orleans Court
- The WiFi signal has been boosted and seems to be doing well
- The pool was closed for the season and most courtyard furniture has been put away for the winter
- Landscaping was done for the winter season
- Neal signed 2021 contracts for our few regular service providers
- Holiday Real Estate acknowledged receipt of notice of their tenant having dogs, as was brought to our attention by a resident
- Meeting notices, a copy of the draft budget, and a letter from the president was sent to all residents
- Neal sent a sympathy card to the McCoy family due to their loss of Bill McCoy, a long-time unit owner
- There was a small leak from unit 217 into unit 117; Neal shut the water off, and a plumber was called
- Neal spoke with Jim Almand regarding the COVID-related restrictions from the Governors of MD and PA; Jim determined that phone-in attendance to Board meetings was legal
- Brett continues his weekly walk-throughs to inspect the property

B. Treasurer's Report

Susan read the Treasurer's Report. The motion to approve was made by Mary Ellen, and was seconded by Keith; the motion was approved unanimously

- Balances in bank accounts as of November 21, 2020:
Operating Account: \$64,766.09
Reserve Account: \$259,833.55
Accounts Receivable: \$63,893.89
- On November 9, the final quarterly transfer from the operating account to the reserve account was made in the amount of \$9,488.25. The total transferred for 2020 is \$37,953.00 per the budget

C. Management Company Report

Brett said that he handled the following items:

- Sent out hardcopies of Meeting Notice, Agenda, and Draft Budget to unit owners requiring a hardcopy
- Met with Comcast on site for the WiFi upgrade; a new box was needed, and it was installed
- The contract for the 2021 pool servicing was signed
- Handled a leak from the bathroom of 217 to 117
- Had the heat in the laundry rooms turned on

Keith motioned to approve the President's Report, the Treasurer's Report, and the Management Company Report; Susan seconded the motion and the motion carried unanimously

IV. NEW BUSINESS

Security and Pool Access Control

- Neal will be forming a Courtyard Pool Committee to offer long-term solutions to issues related to the pool/courtyard usage this past year. Neal noted that a unit resident told him yesterday that "there were a lot of

rules,” and Neal pointed out that most of them are common sense. He also noted that he personally will not be petitioning and working with the state this year to allow us to open the pool, as the issues this past summer were not worth the time and attention required to resolve the issues

2021 Budget

- Neal noted that no unit owners voiced any questions or concerns about the draft 2021 budget, which is essentially the same as the 2020 budget
- Bob made a motion to accept the 2021 budget as presented; Mary Ellen seconded the motion and the motion carried unanimously
- Neal said that the assessment notices and winterization letter can now be sent out
- Mary Ellen will help draft the winterization letter and get it to Neal tomorrow

V. RECOGNITION OF UNIT OWNERS

Unit 326 (Leon Rickards):

- Leon noted that the light outside unit 119 is cracked; Brett will order new lights
- Leon noted that the base of the first floor uprights on both sides of the north building are showing signs of rust; Neal said that we need to use galvanized paint
- Leon said that the first floor 4x4s need to be replaced; Neal corrected him and said that the 4x4s are 8x8s and only the metal foot on each needs to be checked and replaced if needed

Unit 320 (Neal Jarvis):

- Neal asked Brett to get pricing on repainting both sides of the front wall, as it was last done in 2017
- Neal noted that the stone on the wall nearest the transformer are loose and need to be reattached
- Neal said that units 311, 115, 223, 119 and 318 have sold in recent months and noted that the prices paid are increasing and units are selling quickly

VI. ADJOURNMENT

At 9:25am, the meeting was adjourned.

Respectfully Submitted,

Mary Ellen Morris

Secretary, Orleans Court Condominium Association

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