

**ORLEANS COURT CONDOMINIUM**  
**[www.Orleans CourtOC.org](http://www.OrleansCourtOC.org)**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**Friday, March 11, 2022**

**I. CALL TO ORDER**

President Neal Jarvis (320) called the meeting to order at 4:04pm in Mana-Jit Offices at 18 41<sup>st</sup> Street Coastal Highway, Ocean City MD. Directors present were Mary Ellen Morris (206), Susan Ackerman (315), Jeannie McCoy (126), and Keith Remaly (305) attended the meeting via teleconference. Brett Staley of Mana-Jit was also in attendance. Unit Owners in attendance were from units 218 and 326. Director's meeting packets included a Meeting Agenda, a copy of the November 13, 2021 Board of Directors Owners Meeting Minutes, draft copies of the Owners Meeting Notice and Nomination Form, and copies of past Orleans Court communications

**II. APPROVAL OF PREVIOUS MINUTES**

The meeting minutes from the November 13, 2021 Board of Directors Meeting were reviewed; Susan made a motion to approve the minutes, and Jeannie seconded the motion; the motion carried unanimously

**III. REPORTS**

**A. President's Report**

Neal read his report in its entirety, which included the following highlights:

- The annual winterization notice went out to unit owners with the 2022 assessment coupons in December
- Following concerns from a unit owner, the laundry machines that were updated by the machine owners to accept payment other than coins were tested and work fine
- Brett was asked to have the contractor begin service on several of the rusted upper walkway post standoff hardware; unfortunately, given contractor staffing issues, this will be delayed until fall 2022
- The hatch to the cellar door was replaced
- Resorts to Us shoveled snow twice this season
- A unit owner called to request the laundry lockbox code; a reminder for the code will be in the next unit owner communication
- Our attorney notified unit 222 that a sheriff's auction was to be rescheduled; since then, the unit owners sent in an annual assessment payment but money is still owed and past liens have been renewed
- The non-unit owner of unit 109 continues to defy Cease and Desist communication orders sent by our attorney in May and January; next steps are being discussed
- Moore Painting Service seal coated the top rails on all railings and replaced any wood needing replacement
- A unit owner contacted Brett to discuss increasing flood insurance
- The east and west parking lots were restriped
- TEAP program under 58-81 city code was discussed with Brett
- Brett was asked to get quotes to repair another stair tread pan on the north east staircase
- Neal signed the 2022 landscaping contracts with Natural Creations and Resorts to Us with minimal increases
- Unit owners continue to deposit large bulk trash at the dumpster when renovating, costing Orleans Court time and money to dispose of items; most recently, a large bathroom mirror was leaning against the fence, creating a clear safety hazard
- PKS will conduct an audit at the same rate as previous years

**B. Treasurer's Report**

Susan read the Treasurer's Report:

- Balances in bank accounts as of March 18, 2022:
  - Operating Account: \$99,821.89
  - Reserve Account: \$323,279.42
- Activity on January 18, 2022:
  - The first quarterly payment of \$7883.25 was transferred from the operating account to the reserve account per the budget
- Accounts receivable as of March 18, 2022 is \$40,469.35
- Brett mentioned that the second bank account discussed at our last meeting has been opened

### **C. Management Company Report**

Brett read the Management Company Report:

- Brett distributed the 2022 budget
- Brett coordinated striping of the east and west lots
- Brett coordinated snow removal with Resorts to Us
- Brett had Beacon replace conduit
- Brett coordinated repairs to the unit 206 stack
- Brett sent out the March meeting notice
- Brett worked with Moore to finish sanding and sealing wooden railings
- Brett coordinated laundry machine testing
- Brett coordinated signing of the 2022 landscaping contract
- Brett contracted with Resorts to Us to do the annual partial power wash in April
- Brett sent audit materials to PKS
- Brett met with the welder regarding the stair pans
- Brett noted that the second bank account was opened and funds split and deposited
- Brett will have the new replacement pool furniture set up
- Brett will coordinate deck coating to be patched where needed

### **IV. OLD BUSINESS**

#### **Pool/Courtyard Committee**

- It was decided that we will remind owners of the pool tags that they recommended and voted on in our spring Owners Meeting notice letter that is going out with nomination/proxy forms on March 21. Unit 326 owner suggested we do a roll call at the Owners Meeting

### **V. NEW BUSINESS**

#### **TEAP**

- The Board of Directors decided that Orleans Court should sign up for the Ocean City Police Department's "Trespassing Enforcement Authorization Program" (TEAP) which allows local law enforcement to act on behalf of property owners in addressing trespassing violations

#### **Comcast Cable**

- Comcast's bulk pricing for Orleans Court TV/Internet will be increasing in July, when our contract ends. The contract pricing is increasing from \$37,113 to \$39,029. We have spent \$140,000 on cable in the past three years. We can save \$561 per unit each year by eliminating this contract cost. Brett stated that Orleans Court is the only one of his clients that covers TV and internet costs for their unit owners as a line item in the budget; his other clients allow unit owners to manage their own technologies. The Board of Directors agreed that individuals should control their own technology, and voted to eliminate the Comcast contract and allow unit owners to determine what technologies they need, and then make arrangements for hook-ups themselves. Neal will check with our attorney about the best way to do this. Susan will confirm with Comcast that we can eliminate the contract without a penalty; we do not want to auto-renew for another two years, which is the period of time that the contract would call for. Our 2023 budget will be edited accordingly. The owner of unit 326 suggested that we explain this at our Owners Meeting in May. Susan will put together talking points for the meeting
- Brett will be assessing possible meeting room venues for the Owners Meeting, including the Elks, the Catholic Church, Higgins, and other places with sufficient meeting space. He will look into a possible pending credit from St. Peter's Lutheran Church

#### **2022 Summer Season**

- Brett has set up the spring power-wash with Resorts; the walkways and stairways will be done
- Brett has coordinated with Landscape Creations to handle the spring plantings
- Resorts to Us will prepare the pool and bring out the pool furniture before Memorial Day
- Brett has coordinated deck coating

### **VI. RECOGNITION OF UNIT OWNERS**

#### **Unit 326**

- The owner of unit 326 suggested that we form a committee to look for a new location in North Ocean City that may help improve attendance at the May Owners Meeting

- The owner of unit 326 noted that the dumpster has rust. Brett commented that the cost of new dumpsters has risen from \$1200 in 2016 to \$2500 today
- The owner of unit 326 commented that bikes in the north alley bike rack sometimes fall over and the covers blow off
- The owner of unit 326 asked about the mailbox, leading to further conversation

#### **Unit 218**

- The owner of unit 218 asked how often the mailbox is emptied, and the issue of community mailbox abuse was raised again. It appears that most of the mail is for one unit on the third floor, and it was noted that it is unfair for other residents to have to go through the accumulated mail from that one unit to find their own. Brett will check with the US OC Postmaster to ask if we are required to have an onsite mailbox
- The owner of unit 218 asked whether anyone has checked our roof gutters. Neal said that all downspouts appear to be flowing well. A drone inspection was discussed

#### **VII. ADJOURNMENT**

Mary Ellen made a motion to adjourn, and Jeannie seconded it; the meeting was adjourned at 5:21pm.

Respectfully Submitted,

*Mary Ellen Morris*

Secretary, Orleans Court Condominium Association