

**ORLEANS COURT  
BOARD OF DIRECTORS  
ANNUAL OWNERS  
MEETING MINUTES  
MAY 17, 2025**

<https://Orleanscourtoc.org>

**I. Call to Order-** President Jeannie McCoy (126) called the meeting to order at 10:01 am in the community room of St. Peter's Lutheran Church, 10301 Coastal Highway, Ocean City, MD 21842. The Directors present were Susan Ackerman (315), Michael McCoy (105), Ashley Catterton (222), and Brent Lockwood (216). Unit owners from 101, 104, 110, 111, 112, 115, 207, 208, 211, 218, 223, 304, 308, 315, 316, 320, 321, and 323 were also present. Brett Staley attended as a representative of Mana-Jit. Attendees were provided with a copy of the agenda, a copy of the 2024 Annual Meeting minutes, and an alpha-numeric unit owners list.

**II. Roll call via sign in sheet-** Proxies were counted and there was a quorum with 37 owners represented.

**III. Approval of Previous Minutes-** A motion to approve the minutes from the 2024 Annual meeting was made by (211) and seconded by (323); the motion passed unanimously.

**IV. Reports-**

**A. President- Jeannie McCoy, We've had lots of activity last year:**

- Dumpster replaced
- Northwest corner repaired with screen door(s) replaced on units 110, 210, and 310
- Stairwells/painted and repaired where needed
- Leak 302->102 (please let us know if its not fixed)
- Plumbing stub outs have begun (jetted quarterly) Please let us know if you have backups
- Pool cover installed over the winter
- Northeast corner handrail tightened again, it's on the list to keep an eye on
- Mailbox -> Postmaster notified that our group mailbox was no longer viable. Presented the options that were presented to BOD to decide on. BOD opted to make residents get their own mailboxes. Owners went to Postmaster and requested to be able to manage the mailbox. (313) and (213) are the new "mail managers". Postmaster has approved this on a "trial basis" as of today's date no notification of any issues so far

- Vehicles removed with expired tags / disrepair. Please let us know if this occurs again
- Pool needs to be recaulked- missed the spring deadline so pushed back
- Front wall needed new mortar/paint, and the maintenance has been completed
- FINCEN reporting requirement that we needed to comply with. Susan had a conflict; reporting requirement went away. Susan was reappointed to term. Jeannie explained why Susan is back on ballot
- Spring pressure washing was completed

#### **B. Treasurer- Michael McCoy**

- At the March BOD meeting an owner recommended we look at other banks. Michael noted that he has since researched 7 different local banks with terms and rates. He will refer to these to pursue better rates as a CD matures.
- Mike presented the annual Treasurer's report which is posted separately from this annual report.

#### **C. Management- Brett Staley for Mana-Jit**

- Bookkeeping duties
- Process and report to BOD for dues that were not paid
- Host BOD meetings
- Coordinate church annual meeting
- Vendors coordination for repairs and maintenance on grounds
- Stain on walkway on 2<sup>nd</sup> floor. Aware of the stain and will try to get it up using other chemicals
- 2025 budget completed... payment coupons are out- please contact Brett if you didn't receive yours
- Repairs on the Northwest corner were completed
- As discussed, dryer vents were cleaned after the meeting
- Irrigation upgrades completed to protect the flowers, please let Mana-Jit know to adjust watering if you notice things getting dry

**V. Old Business- Reserve study (Michael) estimates by CD's through 2062. He adjusts projected interest as interest rates change. Includes \$47,258 that we contribute remains constant. By the end of 2029 reserve balances should be equal or come close to the reserves analysis calculations.**

#### **VI. New Business-**

- **Annual audit-** A few discussion points from the most recent audit:

1. Received what's called an "unmodified opinion" on the financial statements, the best an organization can receive.
  2. The audit made a comment about our cash balances being ~\$7,000 over the FDIC limits of \$250,000. In 2023, the cash balance was over the limit by ~74,000. Don't anticipate reaching the \$250,000 limit going forward.
  3. The balance sheet remains strong, mainly due to the cash balance of \$575,000.
  4. We incurred a net loss from operations of \$55,000. This was mainly due to insurance expenses being \$119,000, over budget by \$32,000 and over FY 2023 by \$45,000; building expenses over budget by \$7,400, landscaping expenses over budget by \$3,200, pool expenses \$3,700 over budget and income taxes over budget by \$4,400 (30% of interest on the CDs).
  5. The audit report included the required supplementary schedule of useful lives and replacement costs of the common property. I had the auditors include a statement to the effect that the reserve study recommended a contribution of \$47,258, and the full amount was contributed.
- **Mailbox issue-** Mailbox manager(s) identified to monitor and control issue (President McCoy discussed under her annual report)
  - **Crepe Myrtle trees are diseased** – they don't appear horrible to the untrained eye. Landscaper gave us \$750 estimate to treat them for "Sooty mold disease"

## **VII. Recognition of Unit owners-**

- (320) Crepe Myrtle issue- he says he believes in fall they need to be pruned to knuckles. Cindy doesn't do the proper pruning. Sunlight doesn't get to the trunk of the plant. He recommended that we do that in the fall. He recommended the BOD pursue a tree company to handle the proper trimming/care.
- (320)- recommended BOD conduct a roll call for new owners so everyone could meet new faces. BOD called for the roll call and all unit owners introduced themselves.
- (223) suggestion to get in touch with 4H, but then said 320 knows what to do in reference to the Crepe Myrtles that are diseased
- (207) stated that he just learned today that we can pay HOA dues online. He recommended that we announce this annually to our owners. Treasurer Michael McCoy (105) advised that there is a 3% credit card fee for paying online but there is no cost if you link directly to a checking account for an ACH draft. Secretary Ashley Catterton noted to all in attendance that the online payment option is listed on our website.

- (101) Has made a recommendation once before- vendor that does the complex cleanup just walks around and blows dirt for 40 minutes. Suggestion was to have them vacuum instead of blow, instead of every day do it every other day, maybe sweep. She had concerns of the excessive loud noise and the complex is not very clean at the end.
- (304) Can we speak about the quarterly jetting of the plumbing? Owner questioned what that entailed. Brett advised “Lateral wastelines under the buildings had cleanouts added. This is not in your units, doesn’t mean they have to get inside if there is a blockage, can clean out from the street. No notification of jetting will be provided since your individual unit isn’t accessed.
- (218) Asking if anyone has paint to match the front door? He needs to paint his door, he’s looking for a little bit instead of buying a whole can. Also- Exterminator leaving paper towel receipts in kitchen. He noted it’s pretty tacky and Brett received the message and will follow up.
- (207) asked if we can inquire with the company for a bulk cost for screen door replacement to be communicated to residents
- (320) Would like to clarify 2 things- there was a time the pest company didn’t leave any note. They decided to leave notes after prompting. Doors- damage last summer. As an association, we have repainted the doors. Recommends that we push it to the BOD to handle

**VIII. Election of Directors-** (320) motioned to accept the nominations for suggested BOD and (207) seconded; motion carried unanimously.

**IX. Adjournment-** Motion to adjourn was adjourned made by 207, seconded by 216. No objections and the meeting was concluded at 1040 am.

***The next Board meeting will be held Friday September 12, 2025 at 10 am at the offices of Mana-Jit.***