

9400 Condominium Board Meeting

September 17, 2022 9:00AM – 11:35AM

Minutes – Final

Call to Order (Mr. Snyder)

The meeting was called to order by Mr. Snyder at 9:00AM. Other Board members present were Mr. Jones, Ms. Nalley, Mr. Lampert and Mrs. Bishop. Mr. Vargish and Mr. Callahan joined on Zoom.

Also in attendance were Mr. Mullinix and Ms. Linebaugh.

Also joining on Zoom were Owners of units #407, #602, #1002, #1302, #1506 and #1904.

Comments/Concerns (Owners)

There were no comments from Owners.

Minutes (Mrs. Bishop)

Mrs. Bishop presented the minutes from the July 9, 2022 Board of Directors meeting for approval.

Motion: The July 2022 Board meeting minutes were approved as presented. (Mrs. Bishop/Ms. Nalley)
Passed unanimously

Mrs. Bishop also asked the Board for approval of the July 9, 2022 Executive Session minutes.

Motion: The Board approved the July Executive Session minutes. (Mrs. Bishop/Ms. Nalley) Passed
unanimously.

Treasurer's Report (Mr. Callahan)

Mr. Callahan presented the July 2022 Treasurer's Report for the Boards approval.

Motion: The July 2022 Treasurer's Report was approved as presented. (Mr. Callahan / Mr. Vargish)
Passed unanimously.

Mr. Callahan also presented the August 2022 Treasurer's Report for the Boards approval.

Motion: The August 2022 Treasurer's Report was also approved as presented. (Mr. Callahan / Mr. Vargish) Passed unanimously.

Maintenance Manager's Report (Mr. Mullinix)

Leak Report:

Mr. Mullinix reviewed a small list of current leaks in the building and stated the repairs are moving along and are being completed.

North/South Deck Repairs

Mr. Mullinix has been working with Mr. Fisher from PROCOAT to prepare for work to be done on the South portion of the deck. He reported that the North portion of the deck is holding up well. Mr. Mullinix

explained that the pool deck drains will need to be replaced to prevent ponding areas before the new coating is applied, he expects the cost to be approximately \$15,000 and will get quotes for this work.

Motion: The Board approved work on the South pool deck for Spring. (Mr. Lampert / Ms. Nalley) Passed unanimously.

Lightening Rod Repairs

Lightening rod repair work will be approximately \$6000 and PROCOAT will be doing the repairs while doing the re-certification work on the 5 & 6 stacks since the scaffolding will be on site.

Motion: The Board approved the lightening rod repair work to be done on the roof. (Mrs. Bishop / Mr. Lampert) Passed unanimously.

Lights on Balconies

There have been complaints about some units having lights on their balconies, these have been addressed by Mr. Mullinix and Ms. Linebaugh except for one tenant occupied unit. Mr. Mullinix is working with the Owner to correct this.

Stones in Fence Areas

Mr. Mullinix reported the placement of decorative stone on the North and South edges of the property has been re-scheduled for December, he thinks the delays are related to their relationship with the landscaper. It was suggested he talk with them about a possible contract for snow plowing to build a relationship and get the stone work done.

Compactor Room – Roof Drain Crack

Mr. Mullinix discussed options to replace a section of the pipe that is cracked or replace the entire pipe and elbows at the cost of \$3395.

Motion: The Board agreed to replace the entire pipe and elbows all at once. (Mr. Lampert / Ms. Nalley) Passed unanimously.

Ground Floor External Painting

Areas on the ground floor are in need of a fresh coat of paint and Mr. Mullinix said this is not included in the PROCOAT project. He said the building maintenance team will power wash and repaint the ramps, steps and walkways on the ground floor.

Repaint North Side Window Frames

Mr. Mullinix reported that there is some deterioration at the bottom of window frames; he will inspect windows on the North side for needed repairs and clean/repaint where needed. Mr. Palini in #1904 asked Mr. Mullinix to come see his unit to show the extent of damage.

New Leak Damage Mitigation Contractor

In addition to Coastal Restoration, several contractors were contacted and they do different degrees of restoration associated with various price ranges. It was suggested that once the new Insurance Contract goes through, Deely Insurance may be able to provide lists of possible contractors.

GMB Hollow Wall Test

Mr. Fisher of PROCOAT is currently reviewing the plans from GMB Engineering to generate a quote and timeline for doing the work. Mr. Mullinix suggested a possible timeframe of Fall 2022.

Snow Removal Contractor

Mr. Mullinix will be looking for contractors and getting quotes.

Pool Shutdown Date

The pool will be closed for the season on October 1, 2022.

Disposal of Bonfire Material

Mr. Mullinix said several Owners have approached him about disposing of bonfire materials. The Board determined the responsibility to dispose of ashes is with the Owner/Person applying for the permit and suggested they contact the City about a plan to address this throughout the town.

Office Manager's Report (Ms. Linebaugh)

Audit

Ms. Linebaugh told the Board she should have audit information together by October 1st and expects to have the audit completed by January 2023.

Committee Reports

Building Esthetics (Mr. Jones)

Window Washing Company

Mr. Jones spoke to Mr. Willoughby and he is not interested in cleaning windows for the building. Mr. Jones will look for other contractors.

Updated Elevator Signs

Mr. Jones reported that he will create new signs for the elevators and also mentioned some of the elevator panels are damaged and need to be replaced.

Building West Façade Lighting

This project has been dropped.

Communications (Website) (Mr. Jones)

Website Update

Mr. Jones has made improvements to the website by adding pictures and reorganizing the content.

Social (Mr. Jones)

Results of Wine Glass and Labor Day Party and Owners Social

Mr. Jones said there was not enough interest for the wine glass class but he will re-schedule for another date.

He also said he received good reviews for the Labor Day party with good food and entertainment enjoyed by all.

Since the Owners Meeting is in April the Board decided the social would be in the Chesapeake Room after the meeting.

Security (Mr. Vargish)

Mr. Vargish said there was nothing new to report and he will speak with Ms. Linebaugh about a contract for next year.

Bylaws/R&R (Mrs. Bishop)

Bylaws/R&R Changes Ready for 2023 Owners Meeting

Mrs. Bishop reviewed what the Board wanted to propose to Owners and it was decided to re-issue last year's proposals.

Hiring Policy

Mrs. Bishop presented the revised Hiring policy for the Board to vote on and Mr. Snyder explained that the season has been extended and the policy now reflects the new dates.

Motion: The Board voted to approve the revised Hiring policy. (Mr. Snyder / Ms. Nalley) Passed unanimously.

Realty (Ms. Nalley)

Coastal Resort- Renewal Contract

Ms. Nalley will speak to Coastal Resort about next years' contract and is hoping to get a financial commitment from them. She will also speak with them about continuing socials and a presence in the building as well as continuing webcam operations.

For Sale/Sold Units:

Units #1106, #1107 and #807 have closed and #301 is under contract. There is one unit currently on the market #1008 and unit #902 will be coming on the market.

Election (Ms. Nalley)

Preparation/New Schedule for April 2023 Owners Meeting

The 2023 Owners Meeting will be on April 15, 2023 at the KOC and Ms. Nalley reported there will be 3 Board Members finishing their terms. She is working with Ms. Linebaugh to improve the electronic voting process.

Update of Election Instructions

Ms. Nalley said that once the process is established, she will provide more information.

Construction (Mr. Lampert)

Automatic Water Shutoff Valves:

Mr. Lampert said he will provide more information at the October meeting. He also mentioned that Mr. Rau in #1207 has installed a system in his unit and he will take a look at it.

PROCOAT 5/6 stacks Recert Schedule

Work is scheduled to begin October 15, starting with the 6 stack and then the 5 stack in Spring.

Communications (CCTV/Website) (Mr. Lampert)

HDTV Update Installation

Mr. Lampert said about 1/3 of the Owners have converted to HDTV. Ms. Linebaugh and Mr. Mullinix will continue to work with COMCAST to improve the transition.

Landmark Contract

The contract is up in the Fall. There are 34 units that Landmark has hardwired at the Owners expense.

Insurance (Mr. Callahan)

Deeley Proposal

Mr. Callahan said Deeley is now our Broker of Record and will be getting quotes for us. He said he is maintaining a relationship with NFP for any future needs.

Old Business

Long Term Rental Amenities Fee (Mr. Snyder)

Mr. Snyder made a proposal to adopt an additional fee for long term renters in the building.

Motion: The Board decided to reject the long term amenities fee proposal. (Ms. Nalley/Mr. Jones) Vote was unanimous.

Building Usage Fee Increase

Mr. Snyder made a motion to increase the Building Usage Fee from \$45 to \$50 for FY2023.

Motion: The Board voted to approve the increase by email. Passed unanimously.

New Business

Reserve Fund Study (Mr. Lampert)

The Maryland General Assembly has passed new legislation requiring all condominiums, homeowner associations, and housing cooperatives to undertake regular reserve studies of common area components. The bill was signed into law 5/29/22 to be effective 10/1/22. Mr. Lampert said they are getting bids and will have more information to share at the October meeting.

Quarterly Assessments (Mr. Snyder)

Mr. Snyder reported there are no delinquent accounts this quarter.

Board Meetings:

October 15, 2022 – 9:00AM Board Meeting

November 19, 2022 – 9:00AM Board Meeting

December – No Meeting

Adjournment

Executive Session